



Medicare Remit Easy Print

User Guide

Version 1.8

July 2006

This software was developed by the Centers for Medicare & Medicaid Services (CMS) for use by Medicare providers/suppliers to view and print a Health Insurance Portability and Accountability Act (HIPAA) compliant Medicare 835. Medicare has no liability and takes no responsibility for any other use of this software.

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About Medicare Remit Easy Print

Medicare Remit Easy Print enables you to print Medicare Part B and DMERC Standard Paper Remittances (SPRs) using HIPAA 835 files.

You can use Medicare Remit Easy Print to

- view SPRs (see page 42)
- search SPRs (see page 57)
- print SPRs (see page 50)
- print reports about SPRs (see page 72).

You can install Medicare Remit Easy Print on a PC or on a network.

For general information about remittances, see the guide for Medicare providers:
http://www.cms.hhs.gov/MLNProducts/downloads/RA_Guide_Full_03-22-06.pdf

Medicare Remit Easy Print

Differences between Medicare Remit Easy Print SPRs and Shared System SPRs

Differences between Medicare Remit Easy Print SPRs and Shared System SPRs

It is important to understand that the Medicare Remit Easy Print SPR is a representation of the HIPAA 835v4010A1 transaction data. Although CMS has attempted to make the Medicare Remit Easy Print generated SPR very similar to the Shared System Maintainer generated SPR (received via mail), the printed information and data content at times may differ. So, the two can be compared as long as there is an understanding of why they differ.

For example, the 835v4010A1 transaction data contains reversal (mother) claim information and, in turn, the Medicare Remit Easy Print generated SPR displays this information and uses it in the calculation of the entire remittance “totals”. The CMS systems that create the file for the SPR received via mail have the ability to “net” the claim information for adjustments prior to generating the SPR. The 835v4010A1 transaction has no facility to convey the information to allow MREP to “net” the claim information for adjustments prior to generating the Medicare Remit Easy Print SPR and, therefore, must do a complete back-out of the original claim and “build” a new “adjusted” claim with the modified information.

Item	Medicare Remit Easy Print	Shared System														
Adjustments	<p>You must calculate the net. For example:</p> <table><tr><td>Claim #1 000000000001000 (orig)</td><td>Provider Paid -\$100.00</td></tr><tr><td>000000000001001 (adjst)</td><td>\$80.00</td></tr><tr><td>You calculate:</td><td>Provider Paid -\$20.00 (overpaymt)</td></tr></table> <p>Claim #2 000000000002000 (orig) 000000000002001 (adjst)</p> <table><tr><td>Provider Paid -\$100.00</td><td>Provider Paid \$150.00</td></tr><tr><td>You calculate:</td><td>Provider Paid \$50.00 (underpaymt)</td></tr></table>	Claim #1 000000000001000 (orig)	Provider Paid -\$100.00	000000000001001 (adjst)	\$80.00	You calculate:	Provider Paid -\$20.00 (overpaymt)	Provider Paid -\$100.00	Provider Paid \$150.00	You calculate:	Provider Paid \$50.00 (underpaymt)	<p>The net was calculated for you. For example:</p> <table><tr><td>Claim #1 000000000001001</td><td>Provider Paid -\$20.00</td></tr><tr><td>Claim #2 000000000002001</td><td>Provider Paid \$50.00</td></tr></table>	Claim #1 000000000001001	Provider Paid -\$20.00	Claim #2 000000000002001	Provider Paid \$50.00
Claim #1 000000000001000 (orig)	Provider Paid -\$100.00															
000000000001001 (adjst)	\$80.00															
You calculate:	Provider Paid -\$20.00 (overpaymt)															
Provider Paid -\$100.00	Provider Paid \$150.00															
You calculate:	Provider Paid \$50.00 (underpaymt)															
Claim #1 000000000001001	Provider Paid -\$20.00															
Claim #2 000000000002001	Provider Paid \$50.00															
PREV PD	Always blank	Is calculated for you														
General Messages for Suppliers/ Providers (Provider Bulletin Board)	Not displayed	Is displayed														

About This Guide

All personal health information has been replaced with fictitious information.

To use this guide, you need to have a working knowledge of Microsoft Windows.

For example, you need to know how to:

- access your desktop
- use the Start menu
- use Microsoft Windows Explorer.

You also need to know common Microsoft Windows terminology. For example, Start > Programs refers to the Programs option on the Start menu.

Need Assistance?

If you need assistance, please contact:

Email	Your Medicare contractor
Phone	Your Medicare contractor

PC Requirements

Recommended speed: 2.0 GHz or faster

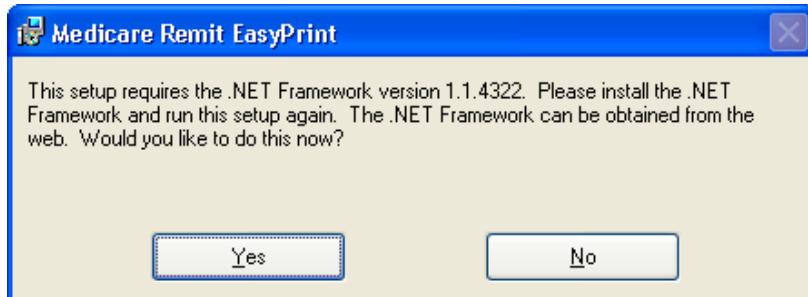
Operating System Requirements

Recommended: Windows XP

Others: Windows 98 SE
Windows 2000
Windows NT

.NET Framework: 1.1.4322 (*On the Microsoft web site this is referenced as 1.1*)

This application uses Visual Basic.Net, a Microsoft compatible language, and like many applications that require a MS Windows platform, a .NET framework is required. More than likely you already have a version of the .NET framework on your PC. In order to use this application, you must have .NET framework version 1.1.4322 or a later version installed on each PC that will be using this application. If you do not have this framework installed, you may receive a message similar to the following while installing the application:



By clicking yes—and if you have access to the internet—you will be redirected to the Microsoft web site to download the .NET framework 1.1 (same as the 1.1.4322 version referenced in the message). It is not recommended that you download a beta version of the .NET framework if you are presented with this option on the Microsoft web site.

Outside of the application installation process, you may also use the following link to transport directly to the location on the Microsoft web site to download the 1.1 .NET framework version:

<http://www.microsoft.com/downloads/details.aspx?FamilyId=262D25E3-F589-4842-8157-034D1E7CF3A3&displaylang=en>

If you want to learn more about the 1.1 .NET Framework version and/or determine if you need to install this version, you may use the following link:

<http://msdn.microsoft.com/netframework/downloads/howtoget.asp>

Please follow the directions within the web site when using this link.

If you do not have access to the internet and you receive a message to update your .NET framework, you will have to obtain a copy of the .NET framework from Microsoft. The Medicare Remit Easy Print application will not work without the appropriate .NET framework installed on each machine accessing the application.

Medicare Remit Easy Print

Operating System Requirements

Decompression Application:

To download the Medicare Remit Easy Print program from your Medicare carrier's web site, you must have the following:

- Access to the internet.
- WinZip or a compatible decompression application to extract files. If you do not have a decompression application then you can go to a number of web sites to acquire one (For example: <http://www.winzip.com/downwzeval.htm>.)

How Does Medicare Remit Easy Print Get Medicare Remittance Info?

You have to import Medicare remittance information into Medicare Remit Easy Print. For more information about importing, see *How to Import the HIPAA 835 File* on page 38.

The files that you import are the ANSI files. For more information about the format of these files, see Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk on page 98.

When Medicare Remit Easy Print reformats and saves a copy of an HIPAA 835 file, it is called the Import file. For information about how EasyPrint names the Import files, see *Import File Name Format* on page 37.

Medicare Remit Easy Print keeps all of the Import files in the Import folder in the Medicare Remit EasyPrint directory.

Information for Administrators

The Network Installations, PC Installations, and **Error! Reference source not found.** sections are for administrators.

Medicare Remit Easy Print can be installed on a PC or network.

Network Installations

Medicare Remit Easy Print Directory

There must be sufficient space on the network to save the Import file(s).

The Medicare Remit Easy Print software takes about 3000 KB.

Users must have Read/Write access to the directory where the software is installed because the software creates files and saves them using the user's security privileges to the directory.

Medicare Remit Easy Print Access

If you need to make Medicare Remit Easy Print available to all users who log on, you need to indicate this during the installation procedure.

Code Group MSI file

When installing the application on a network, each PC that accesses the application must have installed the Code Group MSI file.

Pre-Installation Checklist for Installation on a Network

Before you install Medicare Remit Easy Print, you need to complete these steps:

Step	Description	Completed
1	Check that the network, all PCs, and printers meet all requirements.	
2	Check that you are using one of the supported operating systems.	
3	<p>Find out where the Medicare Remit Easy Print installation software is located. The file name is: Medicare Remit Easy Print.msi Write the location here:</p> <p>Note: The network drive where the application is installed must be mapped to the same drive letter on all PCs that execute EasyPrint. EasyPrint does not recognize NIC addresses (for example, \\server\\...). Install locations must be mapped to a drive letter.</p>	

Medicare Remit Easy Print

Network Installations

4	<p>Find out where the Medicare Remit Easy Print Code Group .msi file is: The file name is: CodeGroup.msi Write the location here:</p> <p>Note: The CodeGroup.msi must be installed on all PCs executing EasyPrint from a network location or any PCs that access network locations from within the application.</p> <p>When installed on a network drive, only the EasyPrint shortcut and the CodeGroup.msi package need to be installed on PCs executing the application. There is no need to install the application on each individual PC.</p>	
5	<p>Create a folder called HIPAA 835 files and make sure that all users know the location. This folder must have adequate security for PHI. Write the location for the HIPAA 835 files here:</p>	
6	<p>Create a directory on the server for the Medicare Remit Easy Print installation. This directory must have adequate security for PHI.</p>	

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Installing Medicare Remit Easy Print on a Network

When you install Medicare Remit Easy Print on a network:

- install Medicare Remit Easy Print on the network
- install the Medicare Remit Easy Print Code Group on *every* PC accessing the application.

Before You Install Medicare Remit Easy Print on a Network

Before you install Medicare Remit Easy Print:

- complete the Pre-Installation Checklist for installation on a network.

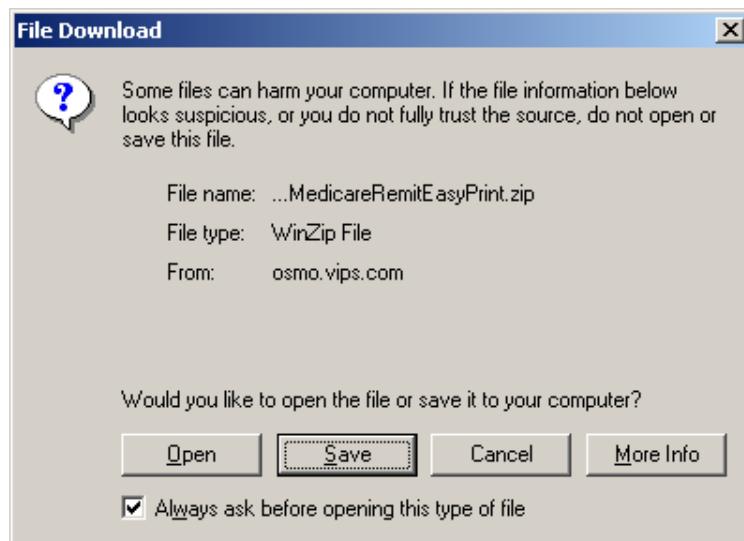
How to Install Medicare Remit Easy Print on the Network

Download Instructions

On your carrier's website, select:

Important!
If this download
cannot get past
your network
firewall, please
contact your
Medicare carrier.

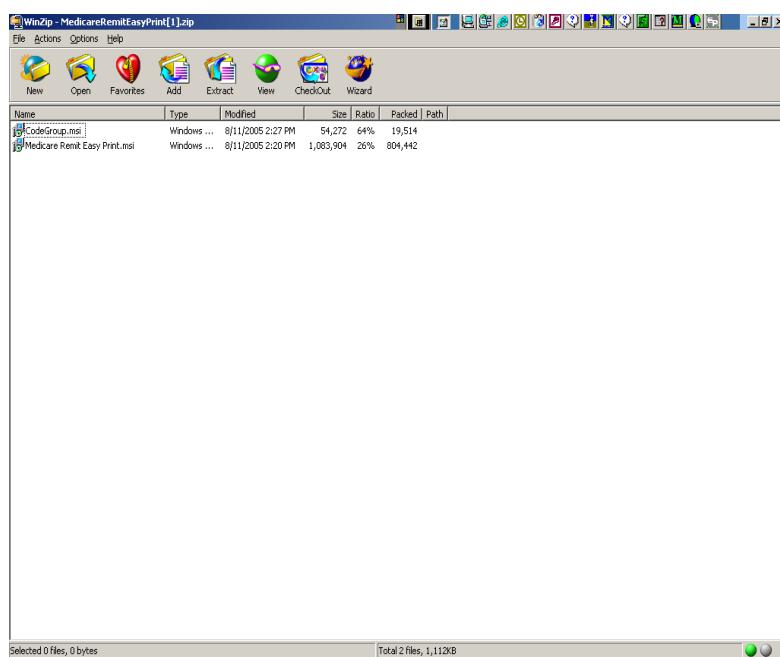
1. Medicare Remit Easy Print link
2. Click the Medicare Remit Easy Print zip file. The File Download window opens.



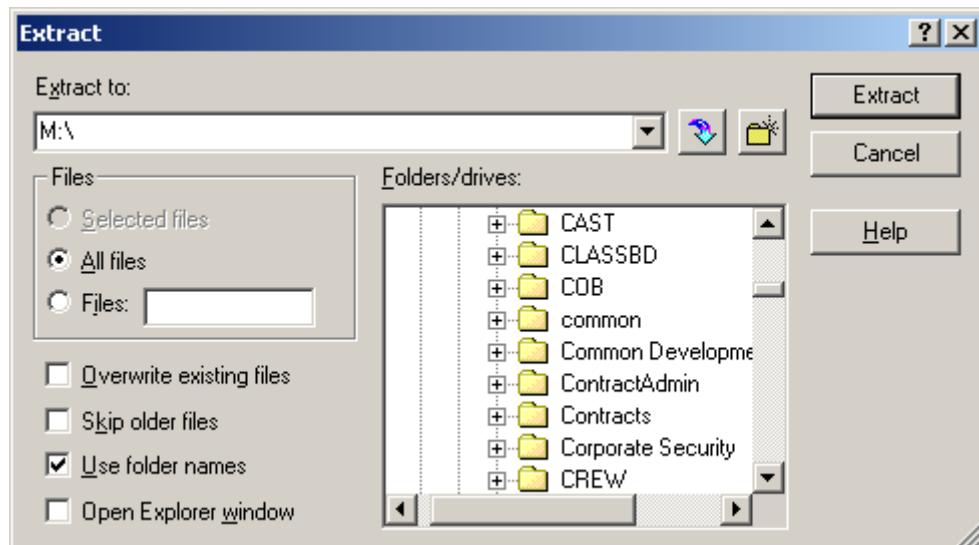
3. Click the Open button. The WinZip window opens:

Medicare Remit Easy Print

Network Installations



4. To extract the file to the network, highlight CodeGroup.msi and click the Extract button. The Extract window opens:



5. Select the directory on your network where you want the CodeGroup.msi file to be stored. Click the Extract button. You will return to the WinZip window.
6. On the following line, write the name of the folder where you saved the CodeGroup.msi file:

7. Highlight the MedicareRemitEasyPrint.msi file and click Extract.
8. Select the same location on your network where you saved the CodeGroup.msi file. Click the Extract button.

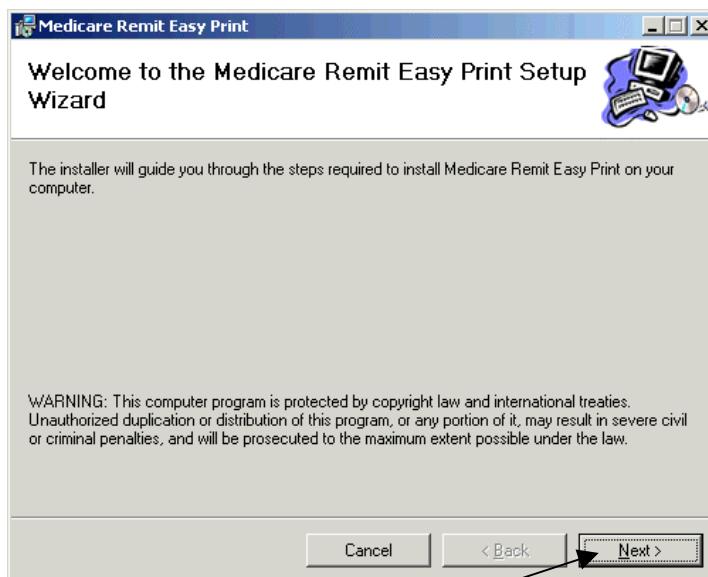
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Installation Instructions

1. Make sure you know the location of the Medicare Remit Easy Print .msi file (Step 3 of the Pre-Installation Checklist – page 11).
2. Open Microsoft Windows Explorer and find the Medicare Remit Easy Print .msi file.
3. Double-click the Medicare Remit Easy Print .msi file:

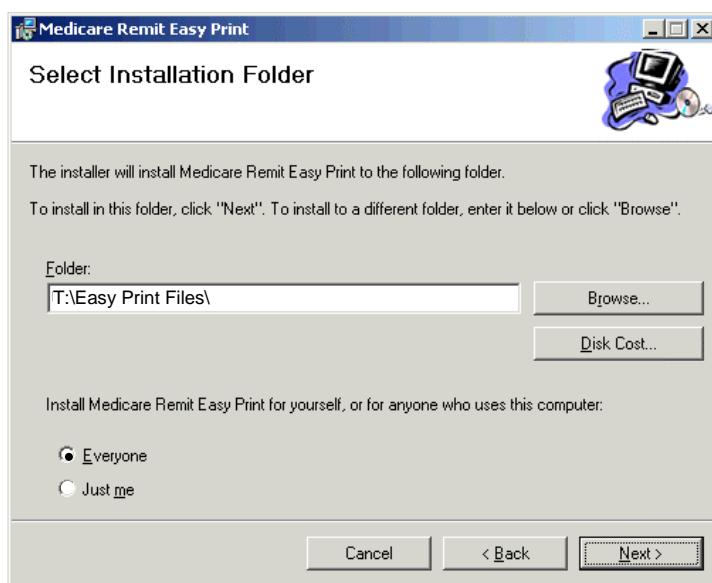


The Medicare Remit Easy Print Setup Wizard opens:



7. Click the Next button.

The Select Installation Folder window opens.



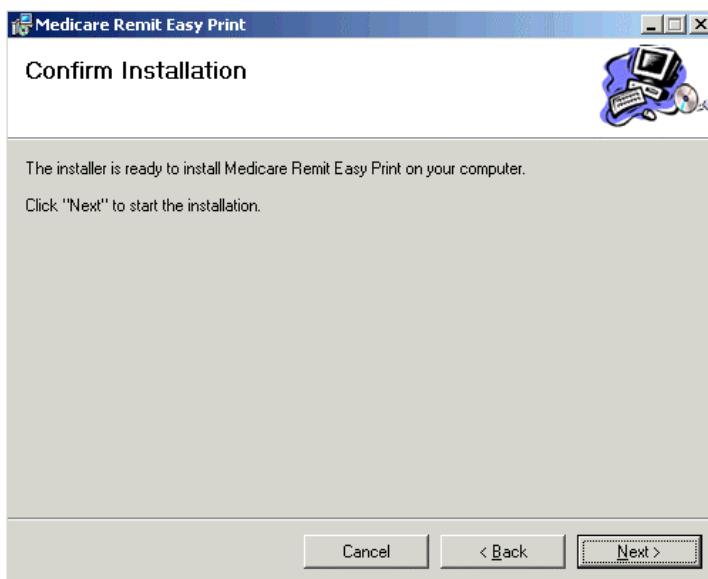
Medicare Remit Easy Print

Network Installations

8. Browse for the network location for the install. This will be where the application and all the associated files will be stored.
9. On the following line, write the location where you are saving the application and where all of the associated folders and files will be saved:

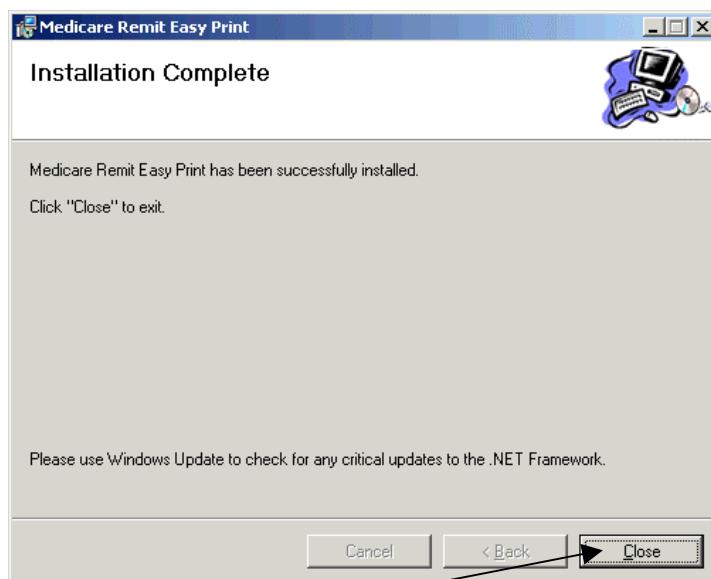
10. Select Everyone and click the Next button.

The Confirm Installation window opens:



11. Click the Next button

When the installation is finished, the Installation Complete window opens:



12. Click the Close button.

Best Practice:
Make the shortcut
to the Medicare
Remit Easy Print
executable
available to all
users.

Important!

You must install the Medicare Remit Easy Print Code Group on each PC.

The Medicare Remit Easy Print shortcut is available in the Medicare Remit Easy Print directory. Copy this shortcut to your desktop.

13. Complete the Medicare Remit Easy Print Code Group installation on each PC.

What Happens During the Installation Process?

The following items are created and placed in the directory you designated under the Medicare Remit Easy Print folder in Step 8 of the Installation Instructions:

- EasyPrint.exe
- Easy Print icon - shortcut
- Import folder - where all active converted HIPAA 835 files will be stored
- Archive folder - where all inactive converted HIPAA 835 files will be stored. (Inactive files are files not currently viewed in the application.)
- Report Export folder - where all exported Report files will be stored
- Resource folder - internal folder to application



Installing the Medicare Remit Easy Print Code Group on the PC

After you install the Medicare Remit Easy Print application on the network, you must install the Easy Code Group .msi file on *every* PC that needs to access the application.

How to Install the Medicare Remit Easy Print Code Group

1. Make sure you know the location of the Medicare Remit Easy Print Code Group file (Step 4 of the Pre-Installation Checklist – page 11).
2. Open Microsoft Windows Explorer and find the Medicare Remit Easy Print Code Group .msi file.
3. Double-click the Medicare Remit Easy Print Code Group .msi file:



The installation completes without opening any windows or displaying any messages.

How to Know that the Medicare Remit Easy Print Code Group Install Completed Successfully

If the installation DID complete successfully, the PC user can open Medicare Remit Easy Print.

If the installation DID NOT complete successfully, the PC user cannot open Medicare Remit Easy Print and sees this message:

Hint:

If you see this error message on the PC, you need to install the Medicare Remit Easy Print Code Group.

You need a minimum screen resolution of 800 X 600.



Have the user click OK and install the Medicare Remit Easy Print Code Group again.



PC Installations

Medicare Remit Easy Print Setup Software

For users to load the software on their PCs, they must know the location of the Medicare Remit Easy Print Setup file.

Best Practice:

Create a folder called HIPAA 835 files to store your 835 files, and make sure that all users know the location.

The file name is:

Medicare Remit Easy Print.msi

HIPAA 835 File Location

Users must know the location from which to download the HIPAA 835 file they receive from their Medicare carrier.

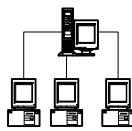
Medicare Remit Easy Print Directory

There must be sufficient space on the PC for Medicare Remit Easy Print to save the Import file(s).

The Medicare Remit Easy Print software takes about 3000 KB. The size of the Import file(s) is dependent upon the number of claims found in the HIPAA 835 file.

Medicare Remit Easy Print Access

The default for installing Medicare Remit Easy Print is to have it be accessible only to a single user on a PC.



Getting Started

To get started:

1. Complete the Pre-Installation Checklist (page 20).
2. Install Medicare Remit Easy Print on your PC (page 20).

Pre-Installation Checklist for Installation on a PC

Before you install Medicare Remit Easy Print, you need to complete these steps:

Step	Description	Completed
1	Check to be sure that your PC and printer meet all requirements.	✓
2	Check to be sure that you are using one of the supported operating systems.	
3	Find out where the Medicare Remit Easy Print install file is located. The file name is: Medicare Remit Easy Print.msi Write the location here:	
4	Find out where the HIPAA 835 files are located. Write the location here:	

Installing Medicare Remit Easy Print

Before You Install Medicare Remit Easy Print

Before you install Medicare Remit Easy Print:

- Complete the Pre-Installation Checklist.

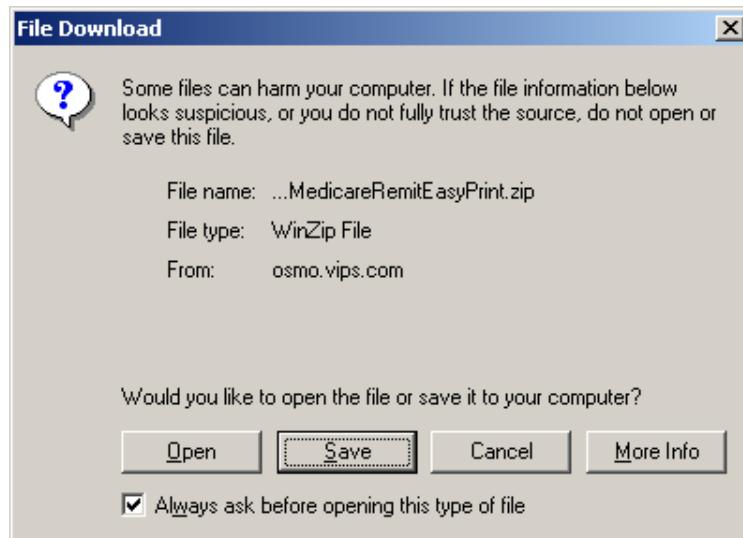
How to Install Medicare Remit Easy Print on Your PC

Download Instructions

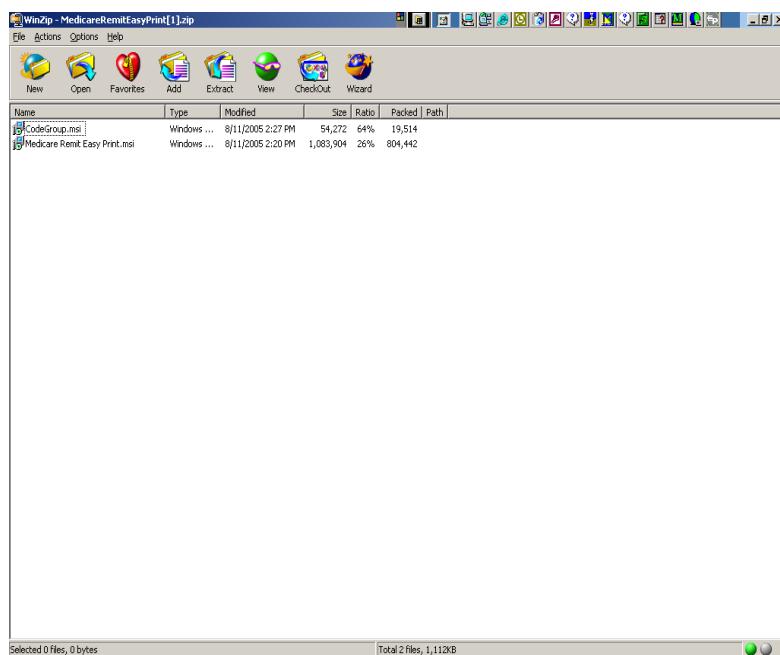
On your carrier's website:

Important!

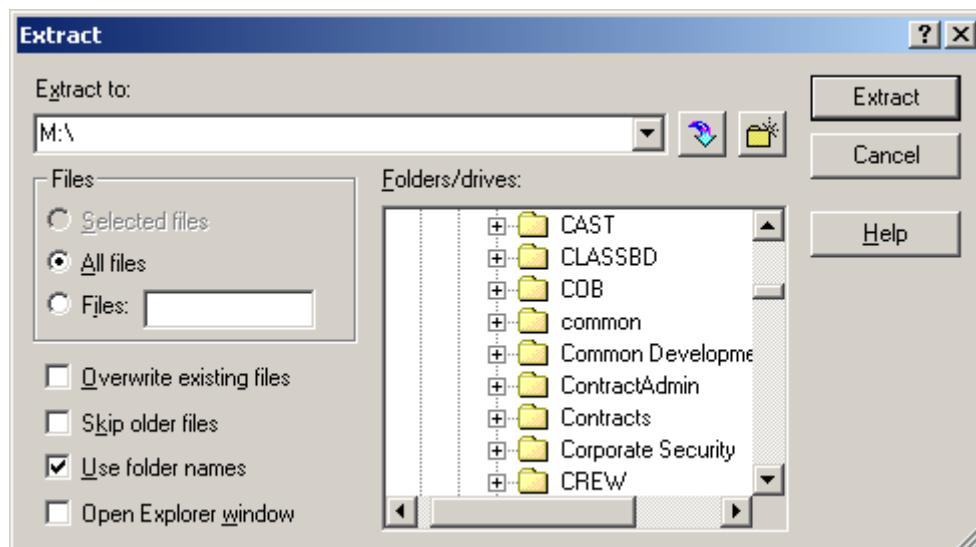
If this download cannot get past your PC security settings, please contact your Medicare carrier.



3. Click the Open button. The WinZip window opens:



4. To extract the file to the network, highlight MedicareRemitEasyPrint.msi and click the Extract button. The Extract window opens:



Best Practice:
Create a folder called HIPAA 835 files to store your 835 files, and make sure that all users know the location.

5. Select the directory on your network where you want the MedicareRemitEasyPrint.msi file to be stored. Click the Extract button. You will return to the WinZip window.
6. On the following line, write the name of the folder where you saved the MedicareRemitEasyPrint.msi file:

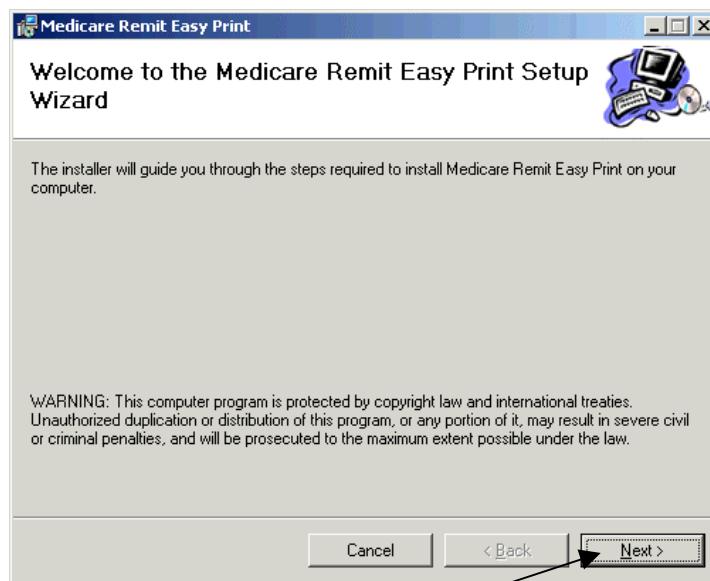
Because you are not installing the software on a network to be shared by other users, you do not need to copy the CodeGroup.msi file.

Installation Instructions

1. Make sure you know the location of the Medicare Remit Easy Print .msi file (Step 3 of the Pre-Installation Checklist – page 20).
2. Open Microsoft Windows Explorer and find the Medicare Remit Easy Print .msi file.
3. Double-click the Medicare Remit Easy Print .msi file:

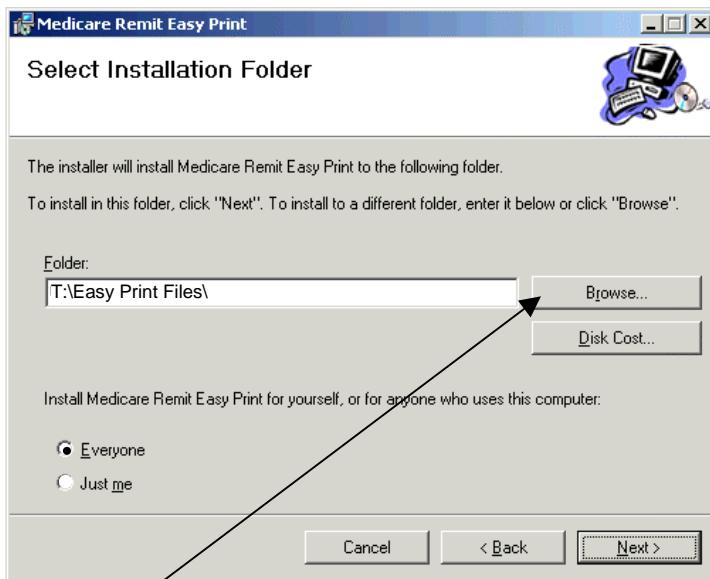


The Medicare Remit Easy Print Setup Wizard opens:



7. Click the Next button.

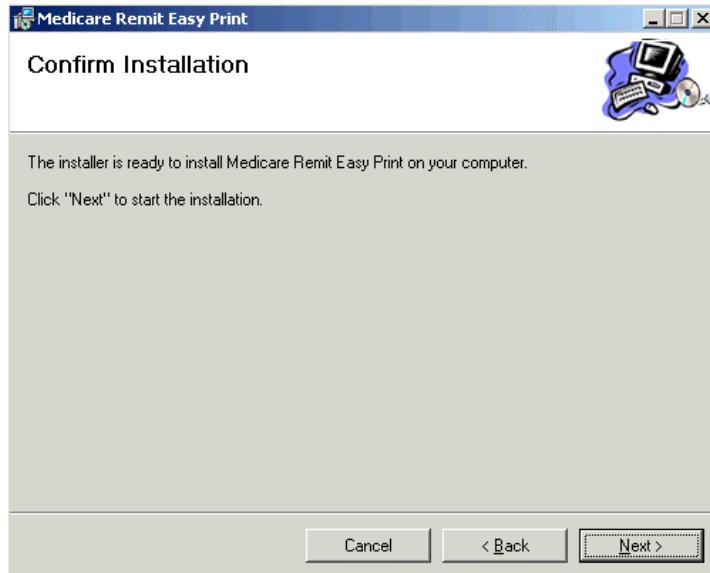
The Select Installation Folder window opens.



8. Browse for the PC location for the install. This will be where the application and all the associated files will be stored.
9. On the following line, write the location where you are saving the application and where all of the associated folders and files will be saved:

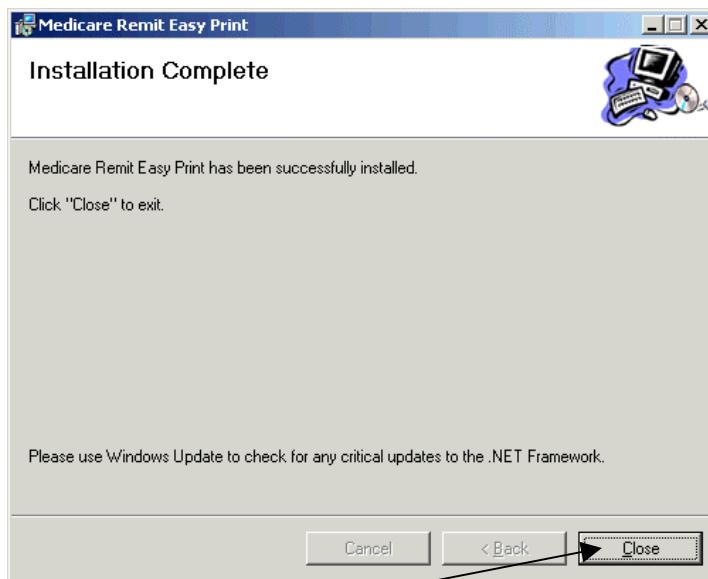
10. Select Everyone and click the Next button.

The Confirm Installation window opens:



11. Click the Next button

When the installation is finished, the Installation Complete window opens:



12. Click the Close button.

The Medicare Remit Easy Print shortcut is available in the Medicare Remit Easy Print directory. Copy this shortcut to your desktop.

What Happens During the Installation Process?

The following items are created and placed in the directory you designated under the Medicare Remit Easy Print folder in Step 8 of the Installation Instructions:

- EasyPrint.exe
- Easy Print icon (shortcut)
- Import folder (where all active converted x835 files will be stored)
- Archive folder (where all inactive converted x835 files will be stored. Inactive files are files not currently viewed in the application)
- Report Export folder (where all exported Report files will be stored)
- Resource folder (internal folder to application)

Starting Medicare Remit Easy Print

You can find shortcuts to the Medicare Remit Easy Print program in 2 places:

- your PC desktop: 
- the Start > Programs menu:  Medicare Remit Easy Print

Before You Start Medicare Remit Easy Print

Before you start Medicare Remit Easy Print, you must:

- load Medicare Remit Easy Print (page 20).
- know the location of the HIPAA 835 folder or where your HIPAA 835 files are stored (Step 4 of the Pre-Installation Checklist – page 20)

How to Start Medicare Remit Easy Print

1. To start Medicare Remit Easy Print, double-click the Medicare Remit Easy Print shortcut.

The *first time* that you start Medicare Remit Easy Print, or when you don't have any Remittance files in the Import folder:

You see this message:



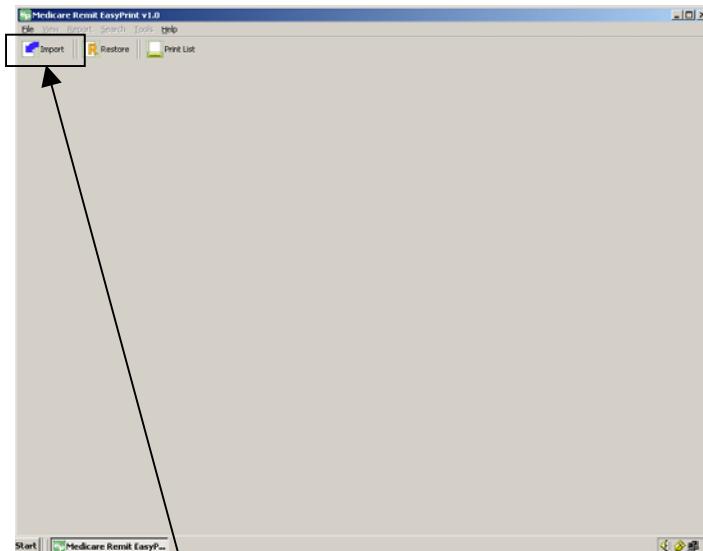
Click the OK button.

Hint:

You can find the Medicare Remit Easy Print shortcut

 on the desktop and on the Start menu.

Medicare Remit Easy Print opens with the Import button ready:



Click the Import button.

An Import window opens for you to select the HIPAA 835 file. For example, the window could look like this:

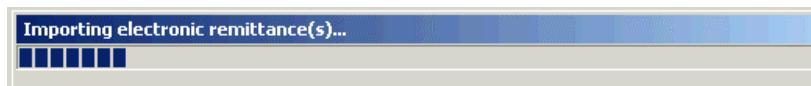


Medicare Remit Easy Print

PC Installations

Select the HIPAA 835 file that you want to import by double-clicking it.

Medicare Remit Easy Print starts the import and lets you know that it is importing:



After the import is finished, the SPR List window displays:

Menus Toolbar List of SPRs Claim List tab is active List of claims for the highlighted SPR

Hint:
Click on a column heading to change the sort order.

Claim Assignment Indicator
Y = yes
N = no

Payer Name	Payee Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	703.86	EFT	15	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.28	EFT	7	12345	004010X091A1	AREA INSURANCE...

Claim List Claim Detail SPR Summary Data View Search Glossary

Name	ACNT	ICN	Billed Amount	Paid Amount	From Date	To Date	ASG
Doe, Sally	7722337	119932404007801	18.82	9.47	4/7/2005	4/7/2005	Y
Right, Samuel	7722337	119932404007801	660.97	420.50	2/3/2005	2/3/2005	Y
Right, Samuel	7722337	119932404007801	121.47	61.14	4/7/2005	4/7/2005	Y
Doe, Sally	7722337	119932404007801	375.00	184.77	4/7/2005	4/7/2005	Y
Right, Samuel	7722337	119932404007801	18.82	9.47	4/7/2005	4/7/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/7/2005	4/7/2005	Y

Print Check All UnCheck All

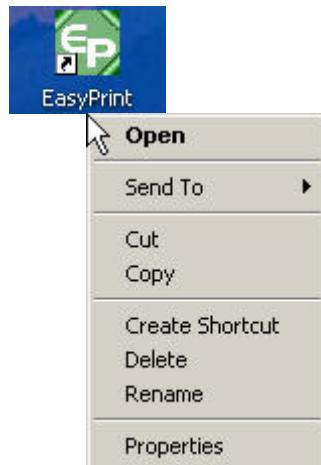
Segment count >>115 9/23/2005

Bene name(s) Internal account number(s) Internal control number(s) (Claim Number) Total billed amount for the claim Total provider paid amount for the claim Earliest From Date of service on the claim Latest To Date of service on the claim

Locating Easy Print and Easy Print File Locations on Your PC/Network

Locating the MREP Application on Your PC/Network – Icon Available

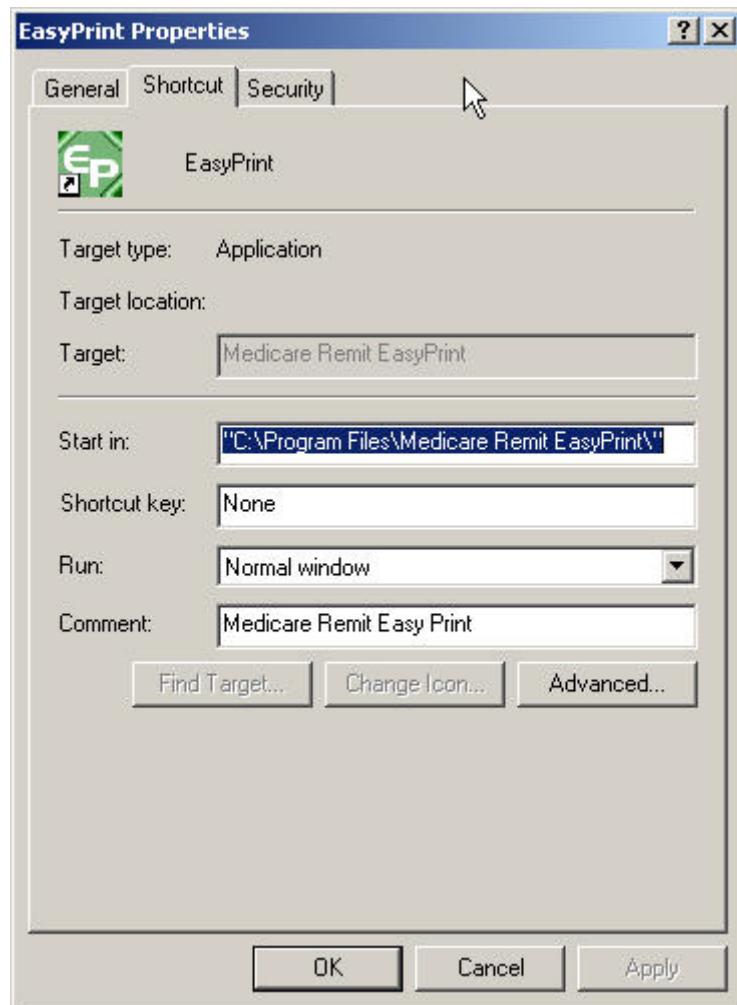
1. With your mouse, right click on the icon on your desktop.



Medicare Remit Easy Print

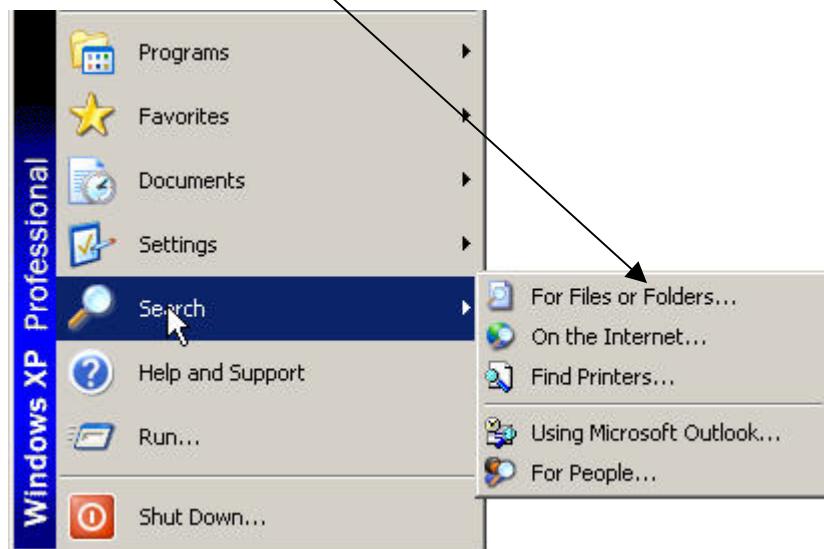
Locating Easy Print and Easy Print File Locations on Your PC/Network

2. Go to Properties, Shortcut, Start in and you will see the directory where the MREP directory is located.



Locating the MREP Application on Your PC/Network – Icon not Available

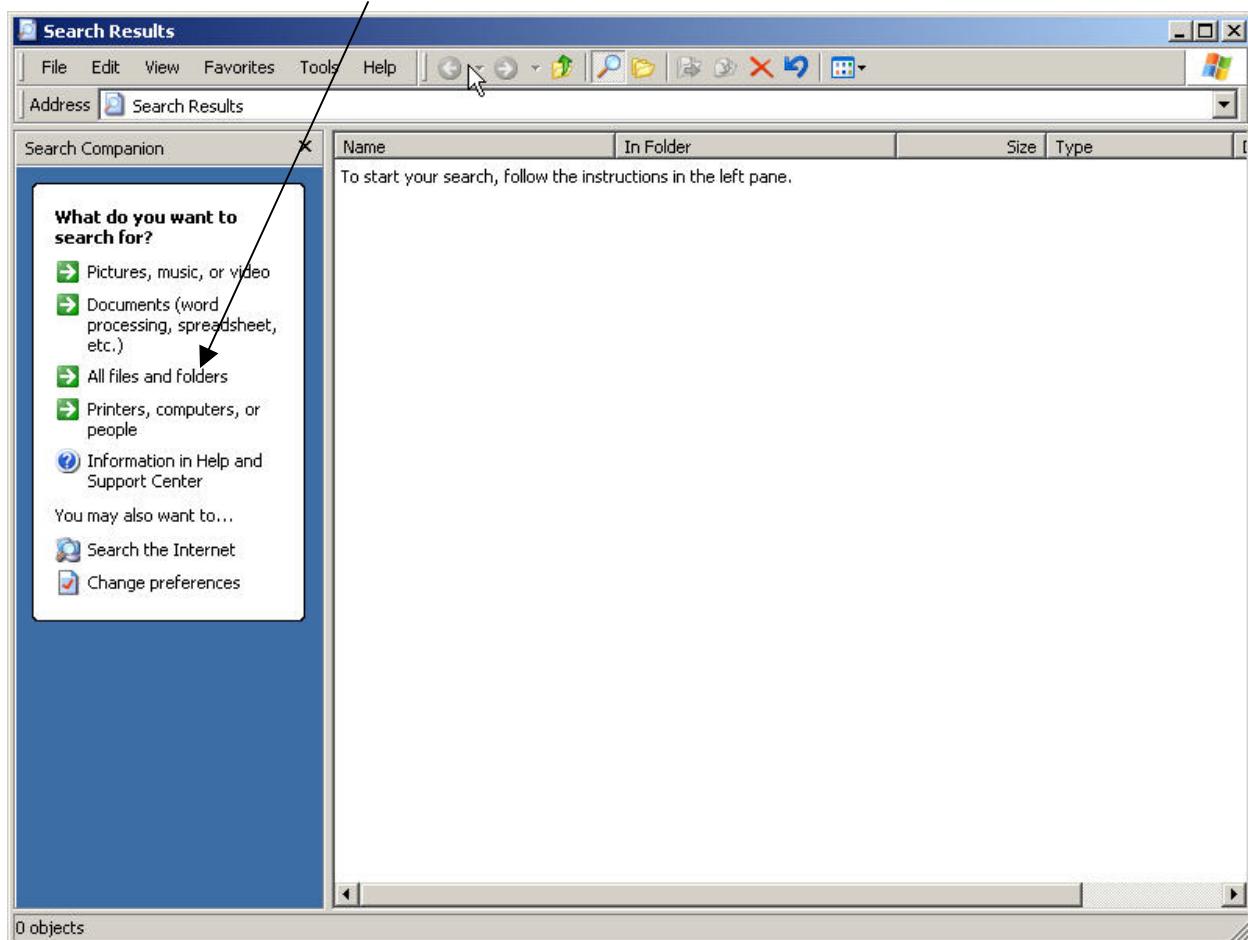
1. Click the Start menu.
2. Select the ‘Search’ function.
3. Select ‘For Files or Folders’.



Medicare Remit Easy Print

Locating Easy Print and Easy Print File Locations on Your PC/Network

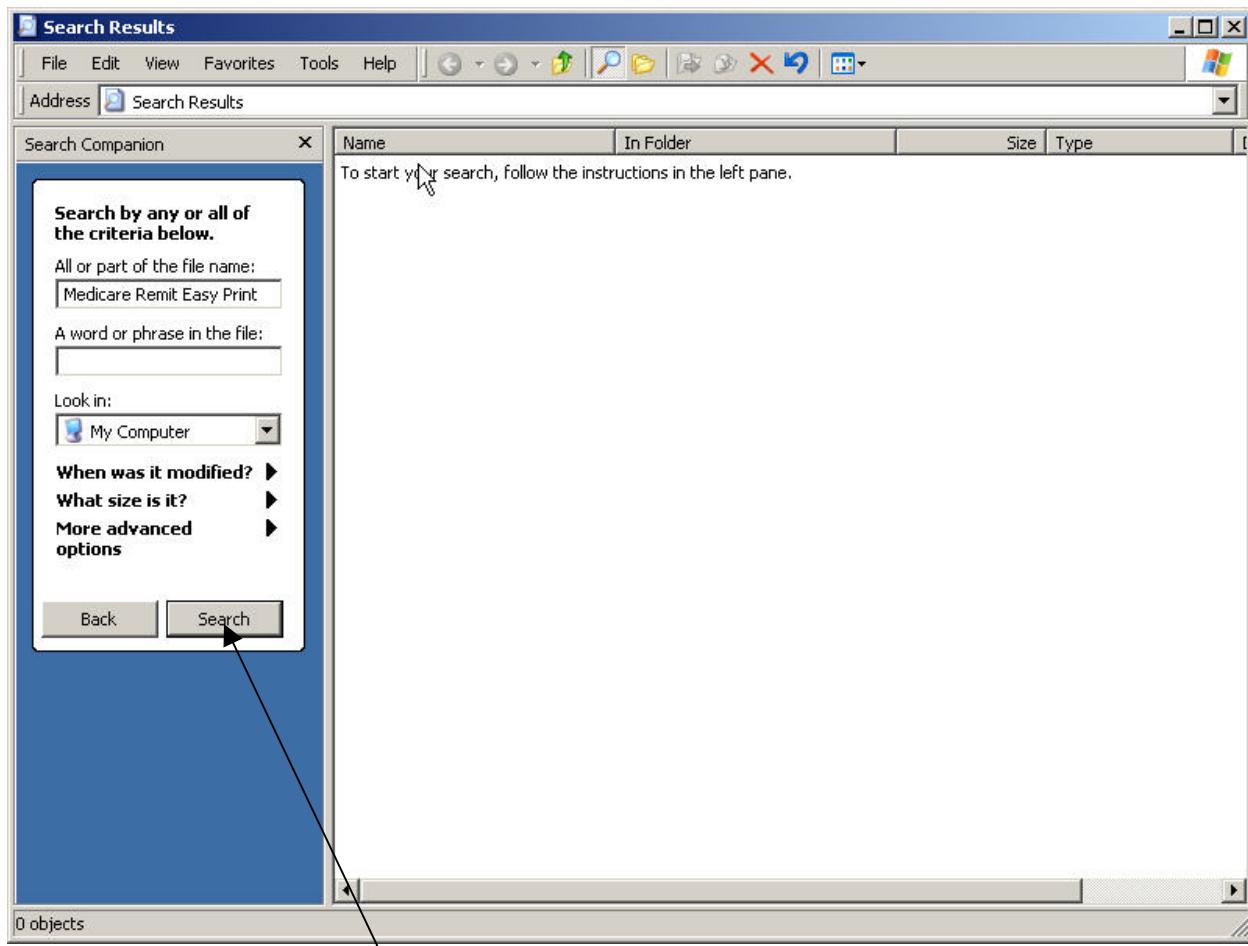
4. Select ‘All files and folders’.



5. Type ‘Medicare Remit Easy Print’ or the name you saved your MREP software under in ‘All files and folders’.
6. Select ‘My Computer’ from the ‘Look In’ drop-down box.

Medicare Remit Easy Print

Locating Easy Print and Easy Print File Locations on Your PC/Network



7. Click the Search button.

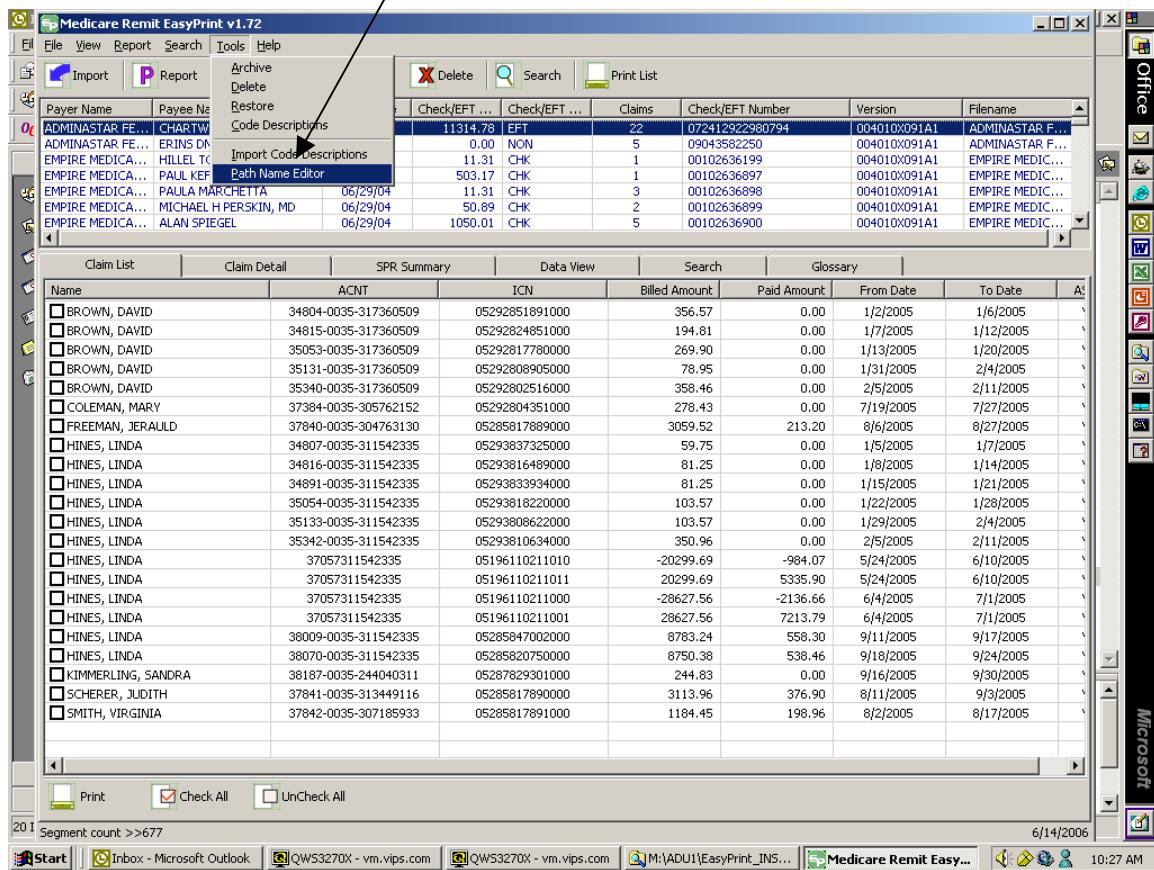
Medicare Remit Easy Print

Locating Easy Print and Easy Print File Locations on Your PC/Network

Identifying Easy Print File Locations

This tool contains the current path to folders containing the files that Easy Print uses. In most cases, these paths never need updating. But, in certain situations, the user may want to override the default locations of these folders.

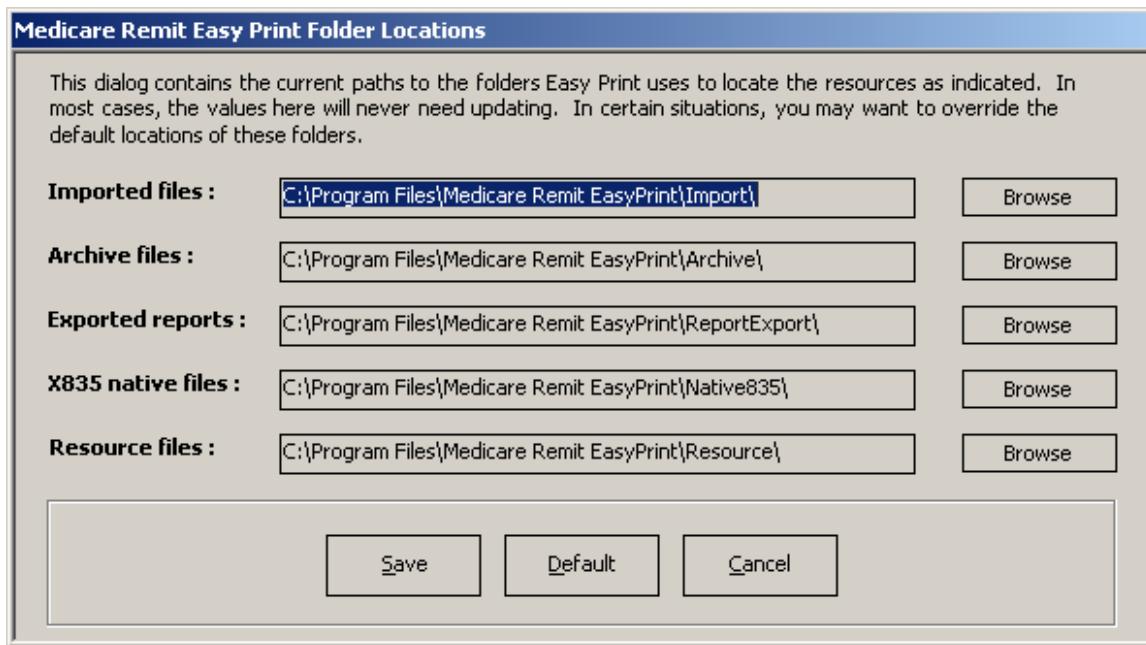
1. To identify the necessary files/resources that MREP is using, select Path Name Editor from the Tools menu.



Medicare Remit Easy Print

Locating Easy Print and Easy Print File Locations on Your PC/Network

2. The following screen displays:



The **Imported files:** folder contains those files once the native 835 files have been imported into MREP.

The **Archive files:** folder contains those files that have been archived from MREP.

The **Exported reports:** folder contains those report files where the user choose to export the reports rather than printing them.

The **X835 native files:** folder contains the native 835 files that are imported into MREP.

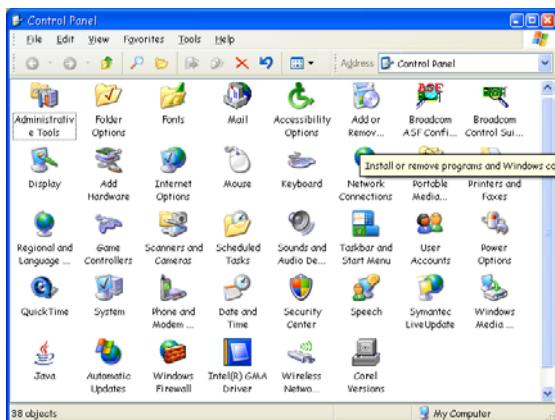
The **Resource files:** folder contains the necessary internal files (004010X091A1.FLD and loop.str) for MREP to run. The Codes.ini file is also in this folder, but it is not required for MREP to run. (**Note:** The Codes.ini file contains the descriptions of the Reason and Remark codes. If it is not present, the user receives a generic default message for each Reason and Remark code.)

Buttons

<input type="button" value="Save"/>	Save changes made to the folders
<input type="button" value="Default"/>	Reset the values for the files back to what they were when MREP was initially installed
<input type="button" value="Cancel"/>	Exit the Medicare Remit Easy Print Folder Locations display box without saving changes

Uninstalling EasyPrint

1. Navigate to the Windows Control Panel Add/Remove Programs.
 - From the taskbar, click Start > Control Panel (Windows 98SE users click Start > Settings > Control Panel).
 - Depending upon your operating system, you will see a window similar to the following:

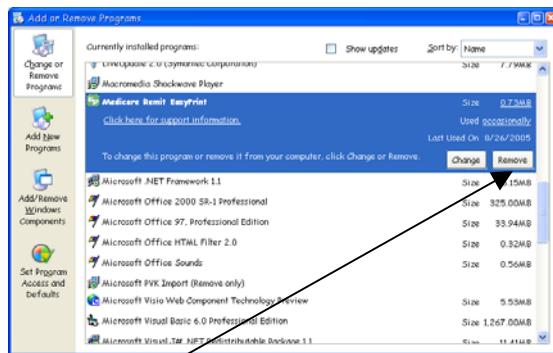


Windows 2000/XP control panel



Windows 98SE control panel

2. Remove the EasyPrint Application.
 - Double click the Add/Remove Programs icon in the Control Panel.
 - Select Medicare EasyPrint from the resulting list.



- Click Remove, then click Yes on the confirmation dialog.



The Uninstall process is complete!

Importing HIPAA 835 files

The *first time* that you start Medicare Remit Easy Print, you must import an HIPAA 835 file.

For information about this procedure for the first import, see Step 1 on page 25.

Before You Import the HIPAA 835 File

Before you import an HIPAA 835 file, you must:

- Load the Medicare Remit Easy Print program (on a network, see page 11 – or – on your PC, see page 20)
- Know the location of the HIPAA 835 file (Step 4 of the Pre-Installation Checklist – page 20).

Import File Name Format

When you import the HIPAA 835 file, Medicare Remit Easy Print makes a copy of it, renames it, and stores it in the Import file folder.

Part of the file name is the current date.

The file-naming format is as follows:

PPPPPPPPPPPPPPPPPPPPPPPPPPPPPP	Payer Name – 30 bytes maximum
CCCCCCCCCCCCCCC	Check/EFT # – 15 bytes maximum

If a file has been imported successfully and you attempt to import the same file, an error record is written to the Import Exception Summary window/report and the file is not imported into the MREP application. Importing a file format other than X12 835v4010A1 or a non-compliant version of a X12 835-formatted file also writes a record to the Import Exception Summary window/report and the file is not imported into the MREP application.

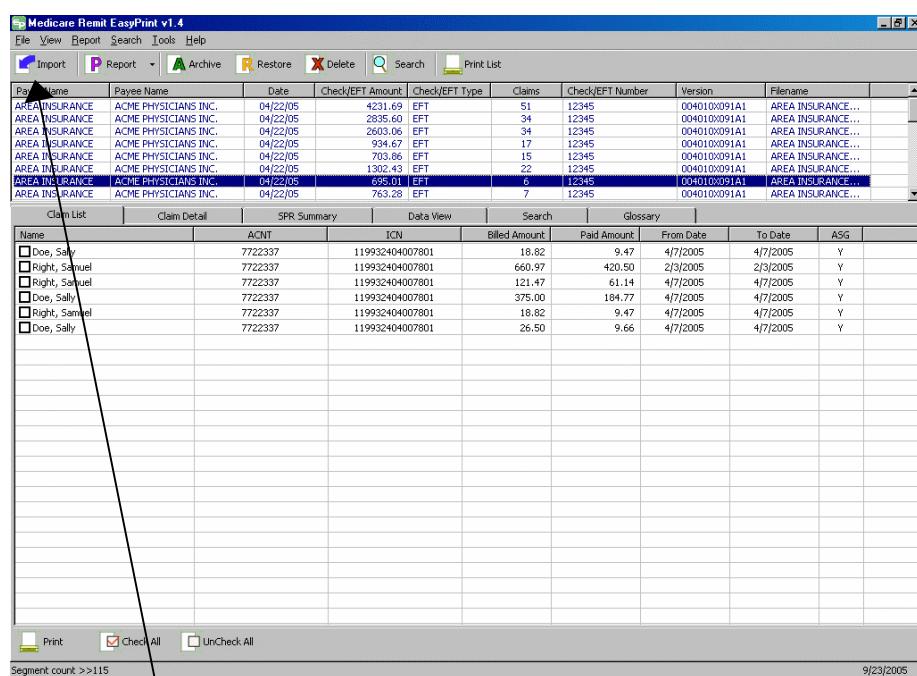
How to Import the HIPAA 835 File

Hint:

For information about the **very first time** you import, see Step 1 on page 15.

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



2. Click the Import button.

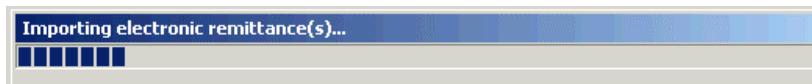
Medicare Remit Easy Print

Importing HIPAA 835 files

Medicare Remit Easy Print opens a window for you to select the HIPAA 835 file to import:



3. Select the HIPAA 835 file that you want to import by double-clicking it
Medicare Remit Easy Print starts the import and lets you know that it is importing:



After the import is finished, the SPR List window displays.

At this point, you can:

Work with the SPRs

See *Working with SPRs* on page 40.

Work with Reports

See *Working with Reports* on page 69.

Note: Medicare Remit Easy Print reformats and saves a copy of the HIPAA 835 file. This copy is the Import file. If you import the same HIPAA 835 file more than once in a day, each Import file will have the same label except for the sequence number, which is the last number in the file label.

If you import the same HIPAA 835 file on different days, each Import file will have a different label because the label includes the import date.

For information about making sense of the Import file name, see *Import File Name Format* on page 37.

What to Do with an Import Error Message

There are 2 error messages that you may see:

For this error message:

Invalid File Format

You need to:

Select the correct HIPAA 835 file to import.

You have either selected an ERA not in a HIPAA 835 format or an ERA that is a HIPAA 835 with invalid delimiters. If you continue to receive this error, contact your carrier.

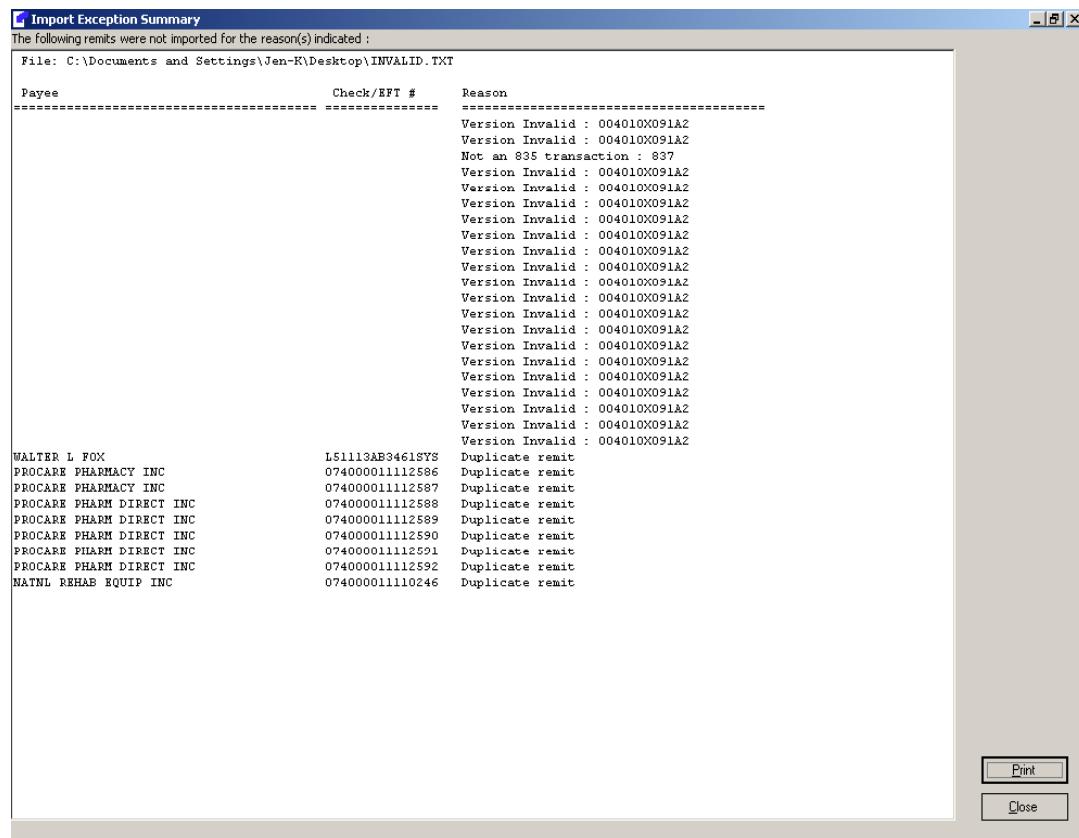
Path / File Access Error

Check with your network/PC administrator.

You need to have read/write access rights to the Medicare Remit Easy Print directory.

Import Exception Summary Window/Report

The Import Exception Summary window/report helps to identify duplicate files, file formats other than X12 835v4010A1, non-compliant X12 835-formatted files, and prevents the posting of “junk” files (ST – SE transactions) to the import folder. If any of the scenarios that are described above are encountered while attempting to import files to the MREP application, an Import Exception Summary dialog similar to the following displays:



You have the option of closing the window or printing the Import Exception Summary. If you choose to print the Import Exception Summary report, the window does not close automatically once the report prints. You need to close the window using the close button or “X-ing” out (top right corner of the Import Exception Summary window). The printing functionality for the Import Exception Summary report follows the existing printing functionality within MREP. Please note that if the window is closed prior to printing the report, the list of import error(s) will be lost. To eliminate the need for file space management, a decision was made to not save the MREP Import Exception errors. To recreate the Import Exception Summary window, the files need to be imported again.

The Import Exception Summary window and report contains three columns of information.

- The first column of information is entitled “Payee”. Depending on what type of error is encountered during the import process, this field could contain data or spaces. The maximum number of bytes of data that can be displayed is 40.
- The second column of information is entitled “Check/EFT #”. Depending on what type of error is encountered during the import process, this field could contain data or spaces. The maximum number of bytes of data that can be displayed is 15.
- The third column of information is entitled “Reason”. Depending on what type of error that is encountered during the import process, there is the possibility of three different messages displaying.

Prior to the three columns of data, the Import Exception Summary window and report contains a heading with the title “File:”. The information following the “File:” heading is the location and name of the file that the attempt is being made to import into the MREP application.

When the Import Exception Summary report prints, the printed version contains an additional heading prior the “File:” heading. It is the first heading on the report. On the left side of the page, the heading displays “Import Exception Summary”. In the center of the page, the heading displays the date and time stamp when the summary report was printed. The format of the date is MM/DD/CCYY. Please note that the leading zero in the month and day will not display – for example: 2/15/2006. The format of the time is HH:MM:SS XX (XX represents AM or PM). On the right side of the page, the heading displays the version of the MREP application that is being used (for example: Easy Print v1.7).

Working with SPRs

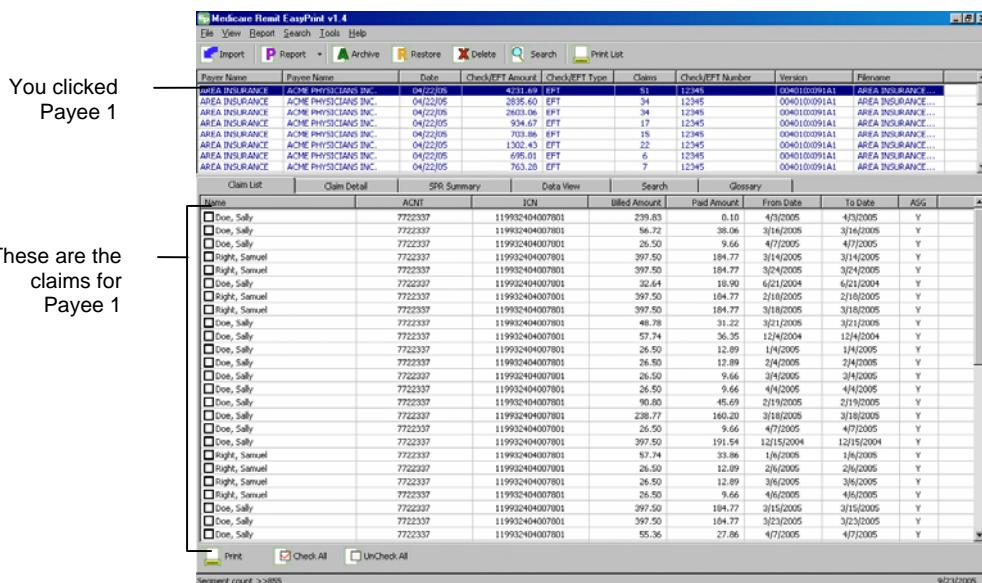
How to View a List of Claims for a SPR

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

2. Select the SPR by clicking on it.

Medicare Remit Easy Print highlights the SPR and lists the associated claims below.



You clicked Payee 1

These are the claims for Payee 1

The screenshot shows the Medicare Remit Easy Print software interface. The main window displays a grid of claims for Payee 1. A vertical line with arrows points from the text "You clicked Payee 1" to the Payee column in the grid, and another vertical line with arrows points from the text "These are the claims for Payee 1" to the Name column in the grid. The grid columns include Payee Name, Payment Number, Date, Check/EFT Amount, Check/EFT Type, Claims, Check/EFT Number, Vendor, and Filenumber. Below the grid, there are tabs for Claim List, Claim Detail, SPR Summary, Data View, and Search. At the bottom, there are buttons for Print, Check All, UnCheck All, and Segment count >>855. The status bar at the bottom right shows the date 9/23/2005.

At this point, you can:

Find out more about this tab

See page 60.

Print the list

Click 

on page 48.

View claim details

Click 

For more info, see *How to View the Detail for a Claim* on page 44.

View a Summary for the SPR

Click 

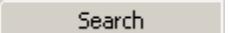
For more info, see *How to View the Total Amounts for a SPR* on page 46.

View the data that feeds the SPR

Click 

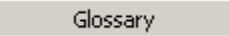
For more info, see

Search

Click  Search

For more info, see *How to Search Payment Information* on page 57.

View the CARC and RARC codes for the SPR

Click  Glossary

For more info, see *Making Sense of the Data View Tab* on page 68.

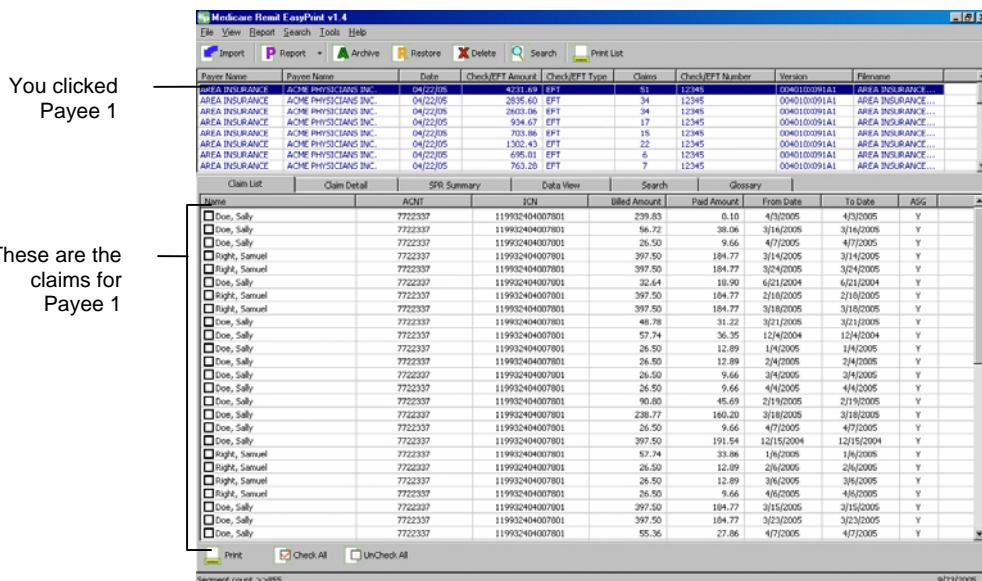
How to View the Detail for a Claim

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

- Select the SPR by clicking on it.

Medicare Remit Easy Print highlights the SPR and lists the claims below.



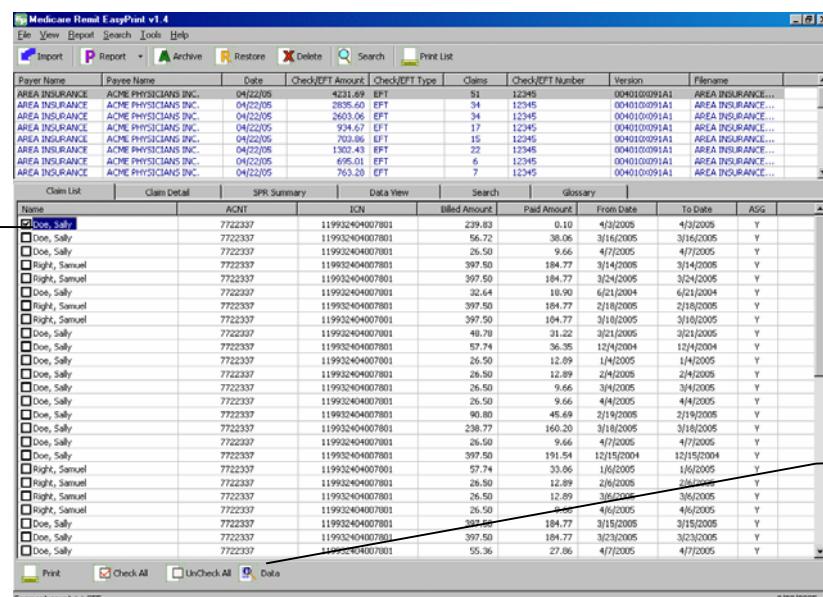
Payer Name	Payer Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	793.98	EFT	15	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.49	EFT	22	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.20	EFT	7	12345	004010091A1	AREA INSURANCE...

Name	AGNT	JCN	Billed Amount	Pad Amount	From Date	To Date	ASG
Doe, Sally	7722337	119932404007801	239.83	0.10	4/3/2005	4/3/2005	Y
Doe, Sally	7722337	119932404007801	56.72	38.06	3/16/2005	3/14/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/7/2005	4/7/2005	Y
Right, Samuel	7722337	119932404007801	397.50	184.77	3/16/2005	3/14/2005	Y
Right, Samuel	7722337	119932404007801	297.50	184.77	3/24/2005	3/24/2005	Y
Doe, Sally	7722337	119932404007801	32.64	18.90	6/21/2004	6/21/2004	Y
Right, Samuel	7722337	119932404007801	597.50	184.77	2/16/2005	2/16/2005	Y
Right, Samuel	7722337	119932404007801	597.50	184.77	3/16/2005	3/16/2005	Y
Doe, Sally	7722337	119932404007801	48.78	31.22	3/21/2005	3/21/2005	Y
Doe, Sally	7722337	119932404007801	57.74	36.35	12/4/2004	12/4/2004	Y
Doe, Sally	7722337	119932404007801	26.50	12.89	1/4/2005	1/4/2005	Y
Doe, Sally	7722337	119932404007801	26.50	12.89	2/4/2005	2/4/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	3/4/2005	3/4/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/4/2005	4/4/2005	Y
Doe, Sally	7722337	119932404007801	90.80	45.65	2/19/2005	2/19/2005	Y
Doe, Sally	7722337	119932404007801	238.77	160.20	3/16/2005	3/16/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/7/2005	4/7/2005	Y
Doe, Sally	7722337	119932404007801	397.50	191.54	12/15/2004	12/15/2004	Y
Right, Samuel	7722337	119932404007801	57.74	33.86	1/6/2005	1/6/2005	Y
Right, Samuel	7722337	119932404007801	26.50	12.09	2/6/2005	2/6/2005	Y
Right, Samuel	7722337	119932404007801	26.50	12.89	3/6/2005	3/6/2005	Y
Right, Samuel	7722337	119932404007801	26.50	9.66	4/6/2005	4/6/2005	Y
Doe, Sally	7722337	119932404007801	297.50	184.77	3/15/2005	3/15/2005	Y
Doe, Sally	7722337	119932404007801	597.50	184.77	3/23/2005	3/23/2005	Y
Doe, Sally	7722337	119932404007801	55.36	27.86	4/7/2005	4/7/2005	Y

Hint:

You can click on a column heading to change the sort order.

- Check the checkbox next to the claim that you want to see detail for. Detail information will only be displayed for claims that are checked.



Payer Name	Payer Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	793.98	EFT	15	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.49	EFT	22	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.20	EFT	7	12345	004010091A1	AREA INSURANCE...

Name	AGNT	JCN	Billed Amount	Pad Amount	From Date	To Date	ASG
Doe, Sally	7722337	119932404007801	239.83	0.10	4/3/2005	4/3/2005	Y
Doe, Sally	7722337	119932404007801	56.72	38.06	3/16/2005	3/16/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/7/2005	4/7/2005	Y
Right, Samuel	7722337	119932404007801	397.50	184.77	3/24/2005	3/24/2005	Y
Right, Samuel	7722337	119932404007801	297.50	184.77	4/7/2005	4/7/2005	Y
Doe, Sally	7722337	119932404007801	48.78	31.22	3/21/2005	3/21/2005	Y
Doe, Sally	7722337	119932404007801	57.74	36.35	3/16/2005	3/16/2005	Y
Doe, Sally	7722337	119932404007801	26.50	12.89	4/4/2005	4/4/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	3/4/2005	3/4/2005	Y
Doe, Sally	7722337	119932404007801	90.80	45.65	2/19/2005	2/19/2005	Y
Doe, Sally	7722337	119932404007801	238.77	160.20	3/18/2005	3/18/2005	Y
Doe, Sally	7722337	119932404007801	26.50	9.66	4/7/2005	4/7/2005	Y
Doe, Sally	7722337	119932404007801	397.50	191.54	12/15/2004	12/15/2004	Y
Right, Samuel	7722337	119932404007801	57.74	33.06	1/6/2005	1/6/2005	Y
Right, Samuel	7722337	119932404007801	26.50	12.89	2/4/2005	2/4/2005	Y
Right, Samuel	7722337	119932404007801	26.50	9.66	3/4/2005	3/4/2005	Y
Doe, Sally	7722337	119932404007801	397.50	184.77	3/15/2005	3/15/2005	Y
Doe, Sally	7722337	119932404007801	55.36	27.86	4/7/2005	4/7/2005	Y

Hint:

You can use the Check All and Uncheck All buttons to help you select the claims.

Medicare Remit Easy Print

Working with SPRs

4. Click the Detail tab.

The detail displays for the claim you selected:

Click to print the detail

At this point, you can:

[Find out more about this tab](#)

[See page 61.](#)

[Print the detail](#)

Click [Print](#)

For more info, see [How to Print the Detail for a Claim on page 55.](#)

[Return to the Claim List](#)

Click [Claim List](#)

Or

Select [View > Claim Detail](#)

For more info, see [How to View a List of Claims for a SPR on page 42.](#)

[View a Summary for the SPR](#)

Click [SPR Summary](#)

Or

Select [View > SPR Summary](#)

For more info, see [How to View the Total Amounts for a SPR on page 46.](#)

[View the data that feeds the SPR](#)

Click [Data View](#)

Or

Select [View > Data View](#)

For more info, see [Making Sense of the Data View Tab on page 66.](#)

Search

Click **Search**

Or

Select View > Search

For more info, see *How to Search Payment Information* on page 57.

View the CARC and RARC codes for the SPR

Click **Glossary**

Or

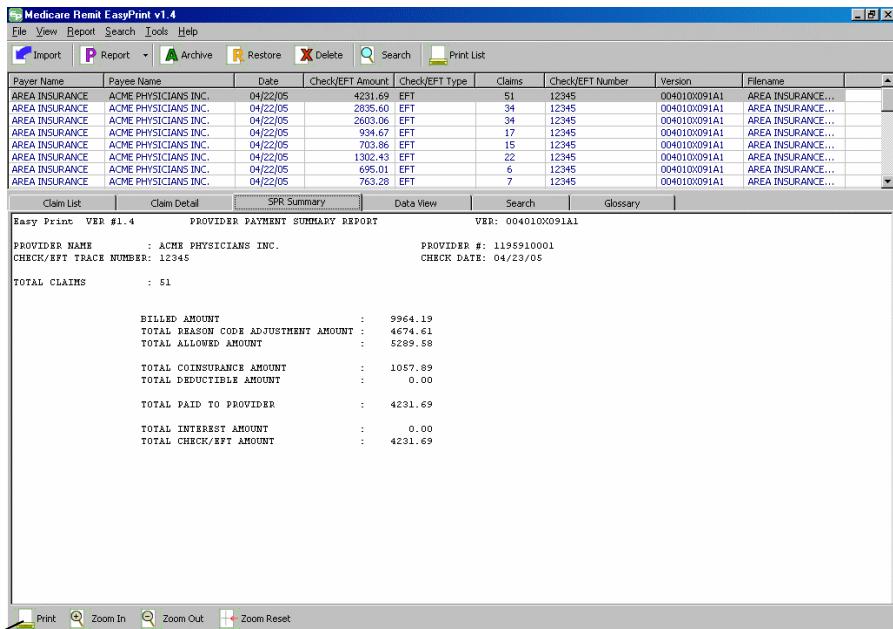
Select View > Glossary

For more info, see *Making Sense of the Glossary Tab* on page 66.

How to View the Total Amounts for a SPR

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .
- The Medicare Remit Easy Print Claim List tab opens.
2. Select the SPR by clicking on it.
- Medicare Remit Easy Print highlights the SPR and lists the claims below.
3. Click **SPR Summary**

Medicare Remit Easy Print displays the totals, for example:



Medicare Remit EasyPrint v1.4

File View Report Search Tools Help

Import Report Archive Restore Delete Search Print List

Payer Name	Payee Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	286.00	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	94	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	703.86	EFT	15	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.28	EFT	7	12345	004010X091A1	AREA INSURANCE...

Claim List | Claim Detail | SPR Summary | Data View | Search | Glossary |

Easy Print VER #1.4 PROVIDER PAYMENT SUMMARY REPORT VER: 004010X091A1

PROVIDER NAME : ACME PHYSICIANS INC. PROVIDER #: 1195910001

CHECK/EFT TRACE NUMBER: 12345 CHECK DATE: 04/23/05

TOTAL CLAIMS : 51

BILLED AMOUNT : 9964.19
TOTAL REASON CODE ADJUSTMENT AMOUNT : 4674.61
TOTAL ALLOWED AMOUNT : 5289.58

TOTAL COINSURANCE AMOUNT : 1057.89
TOTAL DEDUCTIBLE AMOUNT : 0.00

TOTAL PAID TO PROVIDER : 4231.69

TOTAL INTEREST AMOUNT : 0.00
TOTAL CHECK/EFT AMOUNT : 4231.69

Print Zoom In Zoom Out Zoom Reset

Click to print the totals

At this point, you can:

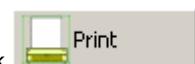
Find out more about this tab

See page 64.

Medicare Remit Easy Print

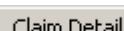
Working with SPRs

Print the totals



Click

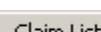
View claim details



Click

For more info, see *How to View the Detail for a Claim* on page 44.

Return to the Claim List



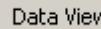
Click

For more info, see *How to View a List of Claims for a SPR* on page 42.

View the data that feeds the SPR



Click



For more info, see *Making Sense of the Data View Tab* on page 66.

Search



Click

For more info, see *How to Search Payment Information* on page 57.

View the CARC and RARC codes for the SPR



Click

For more info, see *How to View the CARC and RARC Codes* on page 48.

How to View the Data in the Import File

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

2. Select the SPR by clicking on it.

Medicare Remit Easy Print highlights the SPR and lists the claims below.

3. Click .

Medicare Remit Easy Print displays the file format:

Select a loop & segment

The contents of the loop & segment display here

Use or disclosure of this document...

At this point, you can:

Find out more about this window

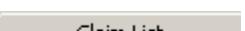
See page 66.

View claim details

Click 

For more info, see *How to View the Detail for a Claim* on page 44.

Return to the Claim List

Click 

For more info, see *How to View a List of Claims for a SPR* on page 42.

Search

Click 

For more info, see *How to Search Payment Information* on page 57.

View the CARC and RARC codes for the SPR

Click 

For more info, see *How to View the CARC and RARC Codes* on page 48.

How to View the CARC and RARC Codes

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

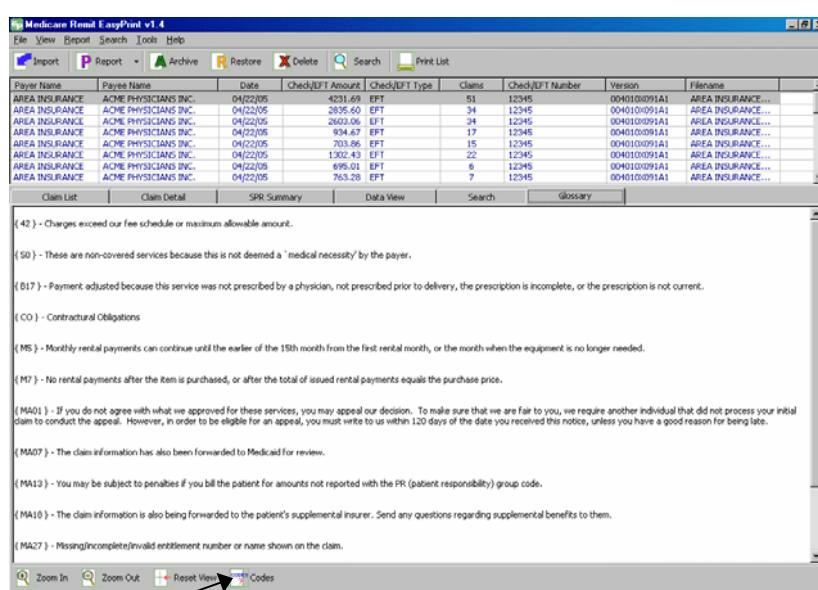
The Medicare Remit Easy Print Claim List tab opens.

2. Select the SPR by clicking on it.

Medicare Remit Easy Print highlights the SPR and lists the claims below.

3. Click 

Medicare Remit Easy Print shows the Reason and Remark codes for the SPR:



Click to see a comprehensive list of codes and descriptions



Information contained on this page is subject to the restrictions on the title page of this document.

At this point, you can:

Find out more about this tab

See page 68.

View claim details

Click 

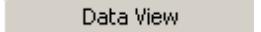
For more info, see *How to View the Detail for a Claim* on page 44.

Return to the Claim List

Click 

For more info, see *How to View a List of Claims for a SPR* on page 42.

View the data that feeds the SPR

Click 

For more info, see *Making Sense of the Data View Tab* on page 66.

Search

Click 

For more info, see *How to Search Payment Information* on page 57.

View a comprehensive list of codes, together with their meanings

Click 

How to Look up a CARC/RARC Code

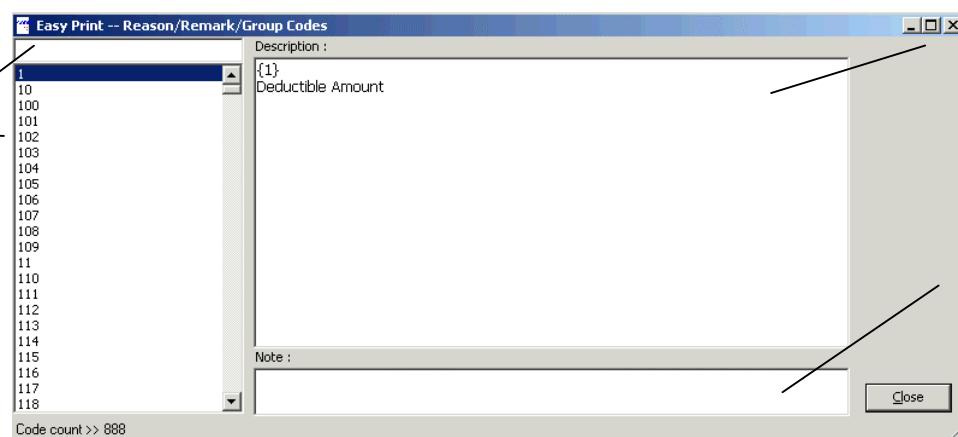
1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

2. On the menu Select Tools > Code Descriptions.

The Code Descriptions window opens:

Type a specific code or click a code to display its description and notes



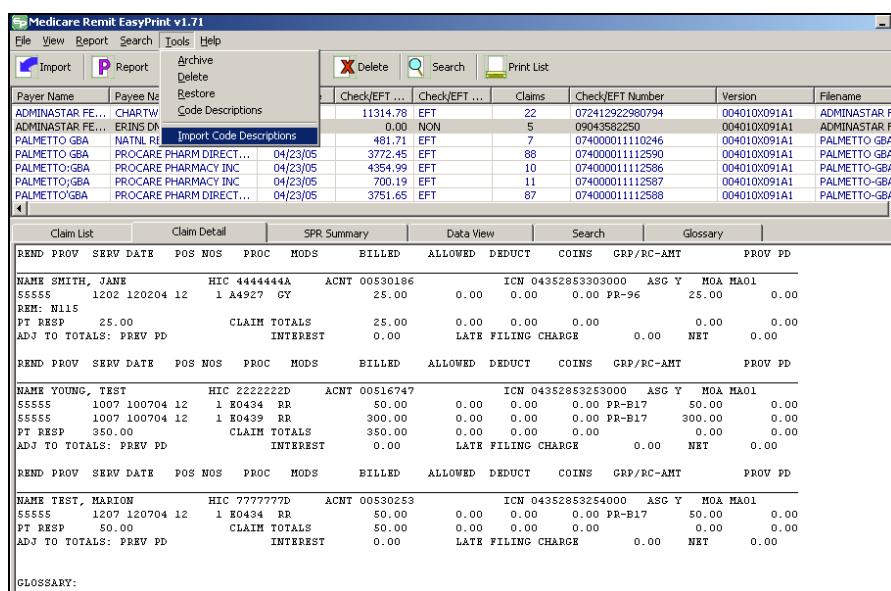
The Description window displays verbiage for the CARC/RARC Code

The Note window displays any notes about the CARC/RARC Code

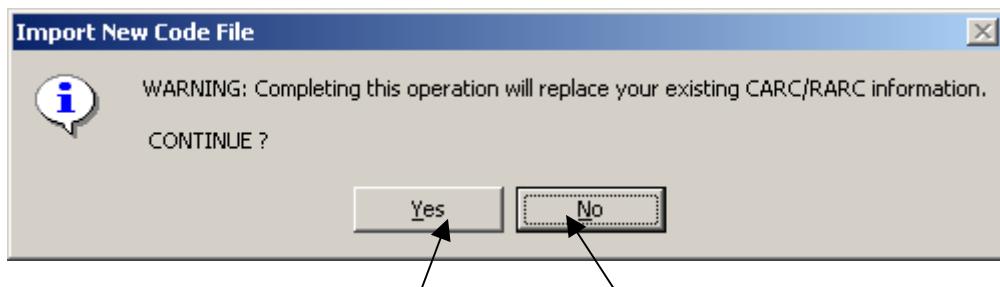
How to Update (Import) the CARC/RARC Codes

At a minimum, the ANSI Claim Adjustment Reason Code (CARC) and Remittance Advice Remark Code (RARC) file requires an update three times a year. When the list of codes is updated per Washington Publishing Company, VIPS provides an updated file on the VIPS Assist website and CMS provides a link to the updated file on the CMS website for the provider/supplier community. When the user finds it necessary to import this updated file into MREP, follow these instructions:

1. Access the list of the latest codes from the VIPS Assist or CMS website.
2. Save the list of latest codes so that they are easily accessible.
- Note:** The file name *must* be saved as Codes.ini in order for MREP to successfully find the code file.
3. Select “Import Code Descriptions” from the Tools menu.



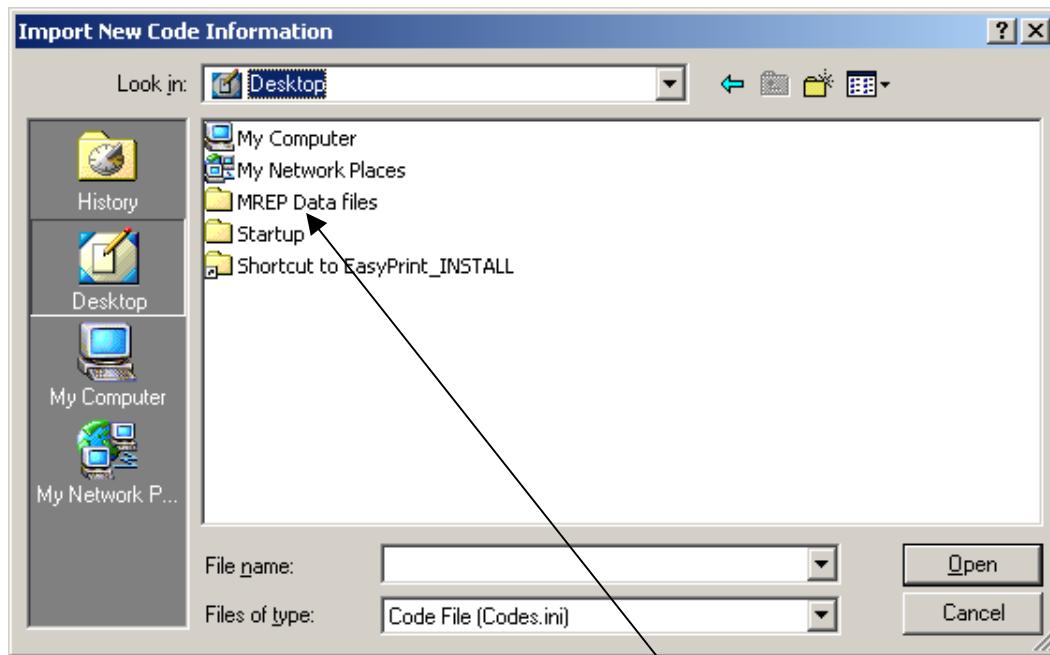
4. You see this question.



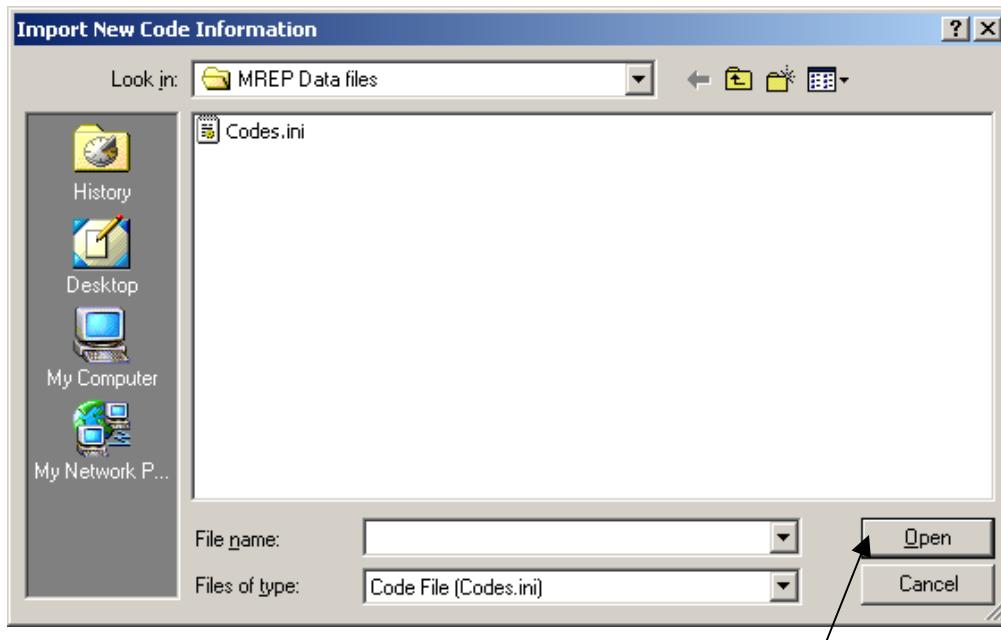
To replace the existing CARC/RARCs, click Yes.

If you don't want to replace the existing CARC/RARCs, click No.

If you select the NO button, the dialogue box disappears and no updates are made to MREP. If you select the YES button, a dialogue box similar to the one below displays.

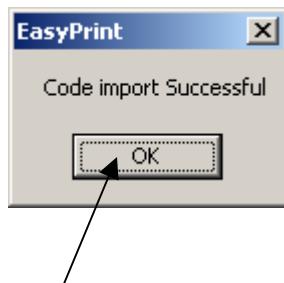


5. Navigate to the folder or area where you saved the file under step 2. Select the Codes.ini file, then click the Open button.



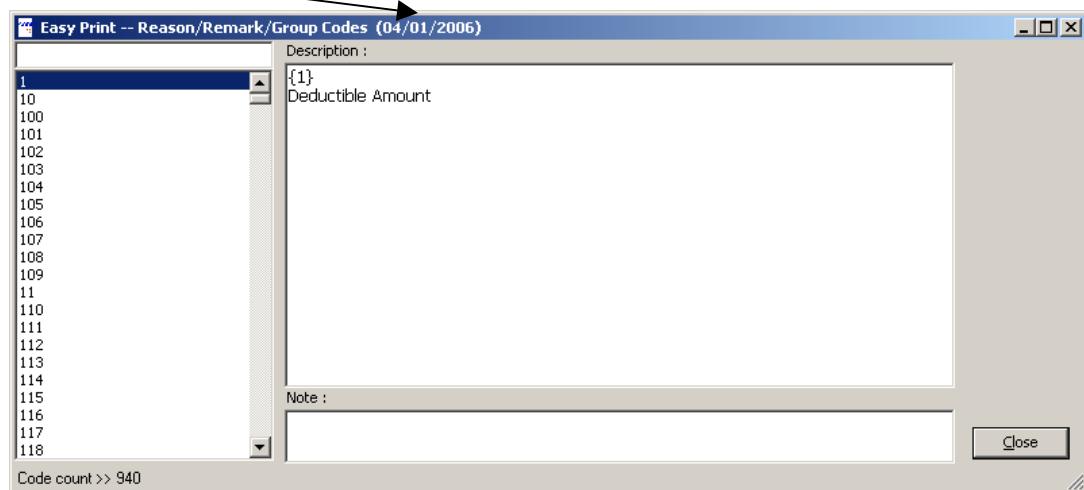
Click the Open button.

6. After you press the Open button, the following message displays:



Click OK.

7. The latest list of CARC/RARCs exist in the MREP application. To verify that the latest version exists, select "Code Descriptions" from the Tools menu. The following dialogue box displays. Please note that the dialogue box includes the date of the latest version of the code list.



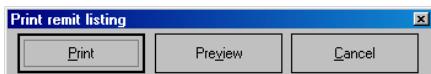
How to Print a List of Claims

- View the list of claims.

For the steps to follow, see *How to View a List of Claims for a SPR* on page 42.



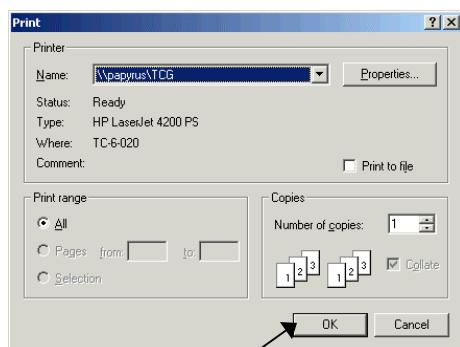
- Click **Print** at the bottom of the window. The Print Options window opens:



- Print the detail listing in one of the following ways:

- Click **Print** to print the detail without previewing it.

The Print dialog opens, for example:

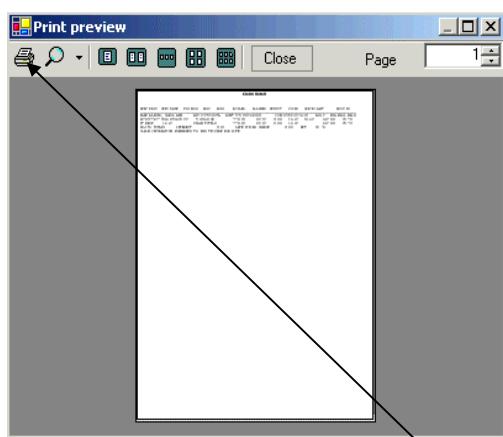


If you need to change the properties, click **Properties** and make changes as necessary.

Click **OK**. Medicare Remit Easy Print prints the detail at your default printer.

- Click **Preview** to view a preview of the printed page before printing.

The Print Preview window opens:



Click at the top of the window.

Medicare Remit Easy Print prints the detail at your default printer.

At this point, you can:

Find out more about this window

See page 60.

View claim details

Click 

For more info, see *How to View the Detail for a Claim* on page 44.

Search

Click 

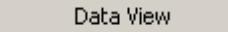
For more info, see *How to Search Payment Information* on page 57.

View a Summary for the SPR

Click 

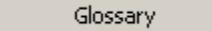
For more info, see *How to View the Total Amounts for a SPR* on page 46.

View the data that feeds the SPR

Click 

For more info, see *Making Sense of the Data View Tab* on page 66.

View the CARC and RARC codes for the SPR

Click 

For more info, see *Making Sense of the Glossary Tab* on page 68.

How to Print the Detail for a Claim

1. View the detail for the claim.

For the steps to follow, see *How to View the Detail for a Claim* on page 44.



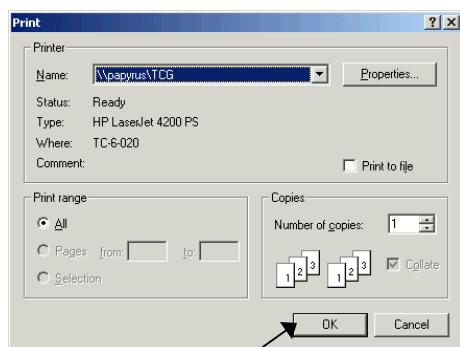
2. Click **Print** at the bottom of the window. The Print Options window opens:



3. Print the detail listing in one of the following ways:

- A. Click **Print** to print the detail without previewing it.

The Print dialog opens, for example:

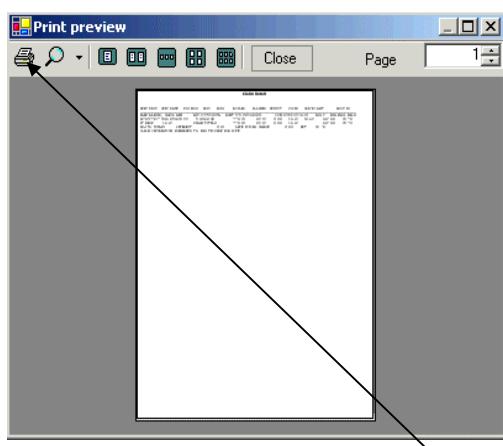


If you need to change the properties, click **Properties** and make changes as necessary.

Click **OK**. Medicare Remit Easy Print prints the detail at your default printer.

- B. Click **Preview** to view a preview of the printed page before printing.

The Print Preview window opens:



Click at the top of the window.

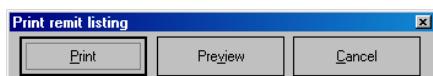
Medicare Remit Easy Print prints the detail at your default printer.

How to Print the SPR Summary

- View the SPR Summary.

For the steps to follow, see *How to View the Total Amounts for a SPR* on page 46.

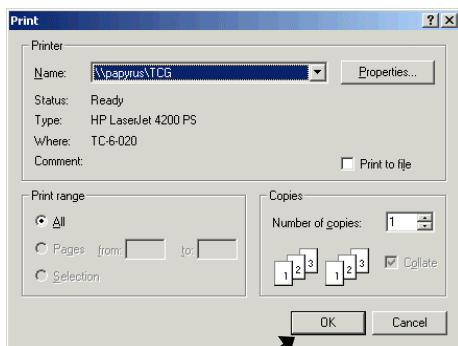
- Click  at the bottom of the window. The Print Options window opens:



- Print the detail listing in one of the following ways:

- Click Print to print the detail without previewing it.

The Print dialog opens, for example:

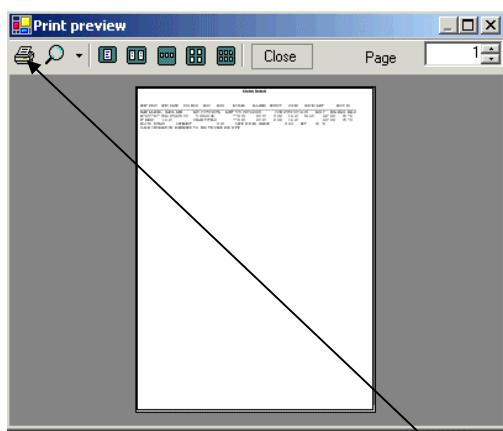


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit Easy Print prints the detail at your default printer.

- Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



Click  at the top of the window.

Medicare Remit Easy Print prints the detail at your default printer.

Searching Payment Information

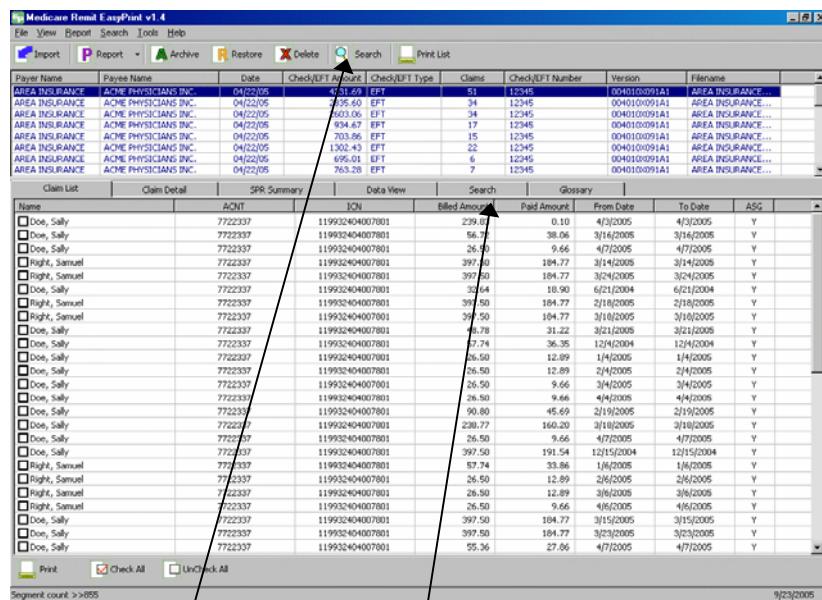
You can search by:

- HICN
- Bene Last Name
- ICN
- Bene Account Number
- Procedure code
- Service date (range of dates in the format MM/DD/YY, MM/DD, MM/YY, DD/YY, MM, DD, or YY; forward slashes are not required when entering a value in the ‘Value to Find’ field)
- Rendering Provider Number
- Adjusted Lines
- COB Claims
- Deductible/Coins Applied Lines
- Denied Lines

How to Search Payment Information

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens:

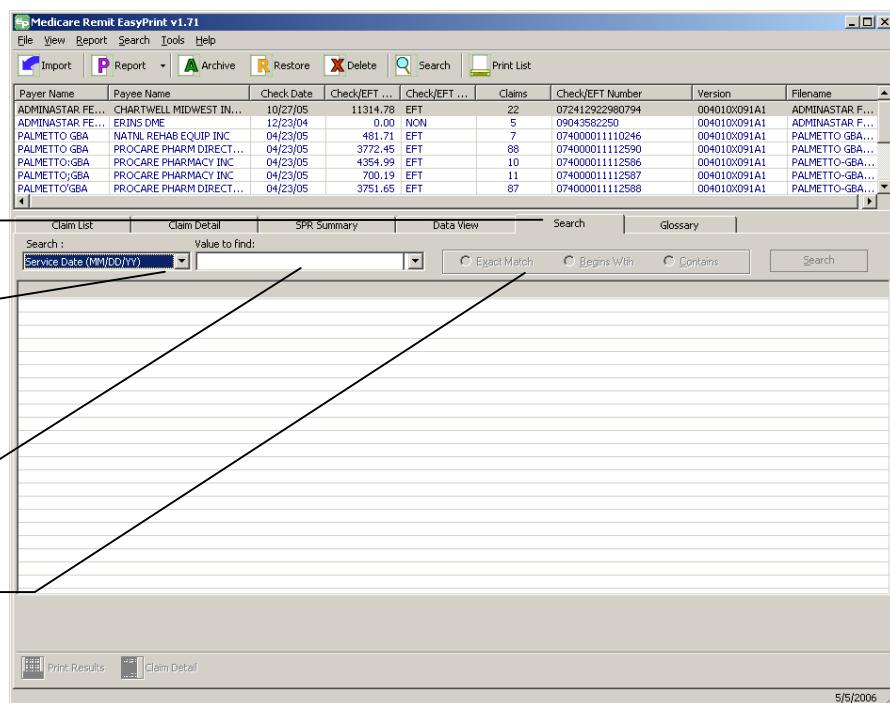


2. Click the Search button or the Search tab.

Medicare Remit Easy Print

Working with SPRs

The Search tab opens:



Search tab

Use the drop-down list to select the field you want to search on.

When applicable, enter the value to find.

If available, select the radio button that corresponds with your entry in the Value to find: field.

Hint:

You cannot use a wild card character in the search.

3. Use the drop-down list to select a search field.

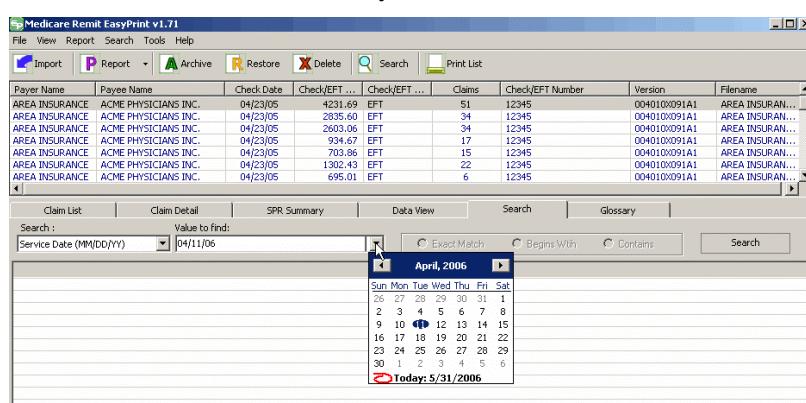
If applicable, enter the value to find. The Search tab includes three radio buttons for how the field should be searched (Exact Match, Begins With, or Contains). To display the “searched” data, you must select one of these radio buttons before clicking the Search button. The Exact Match, Begins With, and Contains radio buttons are only available for the HICN, INC, Bene Account Number, Bene Last Name, Procedure Code, and Rendering Provider fields. If the Search: field is not one of these fields, the Exact Match, Begins With, and Contains radio buttons are not available.

If you select one of the Service Date formats from the drop-down menu, you can

- enter the date in the Value to find field
- use the drop-down list only to access the Calendar picker for the MM/DD/YY format only. Use the left and right arrows to select the month, and then click on the date you want.

Hint:

You can use a calendar date picker to select a service date.



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Medicare Remit Easy Print

Working with SPRs

- Click the Search key to start the search.

Hint:

If you cannot see all the columns, use the horizontal scroll bar.

Medicare Remit Easy Print returns all of the claim lines/info that match the search. For example, if you search for:

Claims that begin with E0 in the Procedure Code field.

You could see this list:

The screenshot shows the Medicare Remit EasyPrint v1.71 application window. At the top, there's a menu bar with File, View, Report, Search, Tools, and Help. Below the menu is a toolbar with Import, Report, Archive, Restore, Delete, Search, and Print List buttons. The main area contains a grid of claim data with columns: Payer Name, Payee Name, Check Date, Check/EFT..., Check/EFT..., Claims, Check/EFT Number, Version, and Filename. A search dialog box is overlaid on the grid, containing fields for 'Search:' (Procedure Code), 'Value to find:' (E0), and search options (Exact Match, Begins With, Contains). An arrow points from the text 'The search was for a procedure code that begins with E0' to the search dialog. Another arrow points from the text 'Click to print this list of claims' to the 'Print Results' button in the bottom left of the grid. A third arrow points from the text 'Click to display the details for these claims' to the 'Claim Detail' button in the same area. The bottom right corner of the grid shows the date 5/31/2006.

The search was for a procedure code that begins with E0

Click to print this list of claims

Click to display the details for these claims

Hint:

You can change the sort order by clicking a column heading.

Click to print this list of claims

Click to display the details for these claims

Making Sense of the Claim List Tab

For the procedure to view the claim list, see *How to View a List of Claims for a SPR* on page 42.

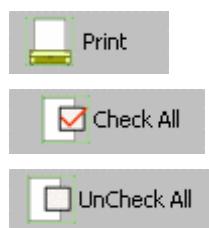
You see the list on the Claim List tab:

Payer Name	Payee Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	703.86	EFT	15	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.28	EFT	7	12345	004010X091A1	AREA INSURANCE...

Hint:
Click on a column heading to change the sort order.

Name	This is the name of the beneficiary that the claim was processed for.
ACNT	This is any internal number assigned to the claim by the provider.
ICN	This is the Internal Control Number (ICN), the unique number assigned to the claim when it is received by the carrier.
Billed Amount	This is the total claim dollar billed amount.
Paid Amount	This is the total claim provider billed amount.
From Date	This is the earliest From Date of service on the claim.
To Date	This is the latest To Date of service on the claim.
ASG	This indicates whether or not the provider has accepted assignment for the claim.

Buttons



Print the list.

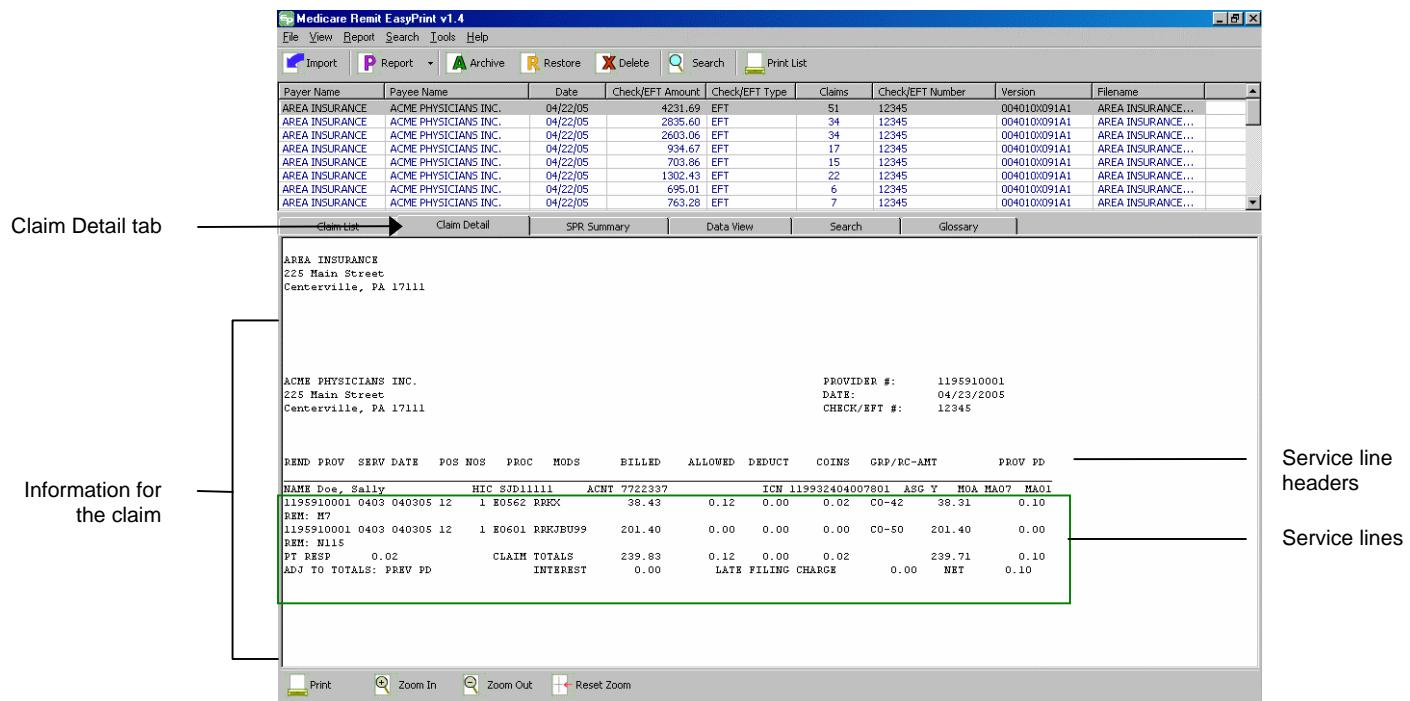
Select all of the claims (to display detail).

Deselect all of the claims.

Making Sense of the Claim Detail Tab

For the procedure to view claim detail, see *How to View the Detail for a Claim* on page 44.

You see the claim detail on the Claim Detail tab:



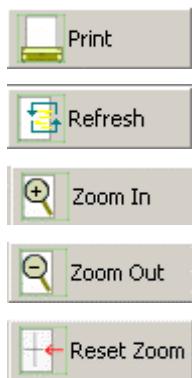
Information for the claim:

NAME	This is the name of the beneficiary for whom the claim was processed.
HIC	This is the Health Insurance Claim (HIC) number of the beneficiary for whom the claim was processed.
ACNT	This is any internal number assigned to the claim by the provider.
ICN	This is the Internal Control Number (ICN), the unique number assigned to the claim when it is received by the carrier.
ASG	This indicates whether or not the provider has accepted assignment for the claim.
MOA	This contains remark codes at the claim level.
Service line headers	
REND PROV	This is the performing provider ID number.
SERV DATE	This is the date(s) of service.
POS	This is the 2-digit Place of Service (POS) code. A list of POS codes is available here: www.cms.hhs.gov/states/poshome.asp
NOS	This is the number of services rendered.

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PROC	This is the HCPCS procedure code. A list of these codes is available here: www.cms.hhs.gov/hipaa/hipaa2/regulations/transactions/default.asp
MODS	These are all the modifiers billed with the procedure.
BILLED	This is the amount the provider billed for the service.
ALLOWED	This is the allowed amount for the service.
DEDUCT	This is the amount of any deductible applied to the claim. This is the amount that the beneficiary (or other insurer, if applicable) is responsible for paying the provider.
COINS	This is the amount that the beneficiary (or other insurer, if applicable) is responsible for paying the provider.
GRP/RC	These are any Group Codes and Claim Adjustment Reason Codes for the service line.
AMT	This is the amount of any adjustment made based on the Group and Claims Adjustment Reason Code.
PROV PD	This is the amount the provider was paid for the service.
Totals	
PT RESP	This is the total amount that the beneficiary owes the provider for this claim.
CLAIM TOTALS	This includes the totals for all service-line level amounts: BILLED ALLOWED DEDUCT COINS AMT PROV PD
ADJ TO TOTALS:	
PREV PD	This field will be blank in Medicare Remit Easy Print.
INTEREST	This is the interest amount paid for claims processing time.
LATE FILING CHARGE	This is the late filing charge.
NET	This is the amount that Medicare owes the provider for this claim.
CLAIM INFORMATION FORWARDED TO:	This is displayed when the claim is being forwarded to a beneficiary's supplemental insurer.
GLOSSARY	These are the Reason and Remark codes that are also shown on the Glossary tab.

Buttons



Print the list.

Refresh the display.

Zoom in (make the size of the type larger).

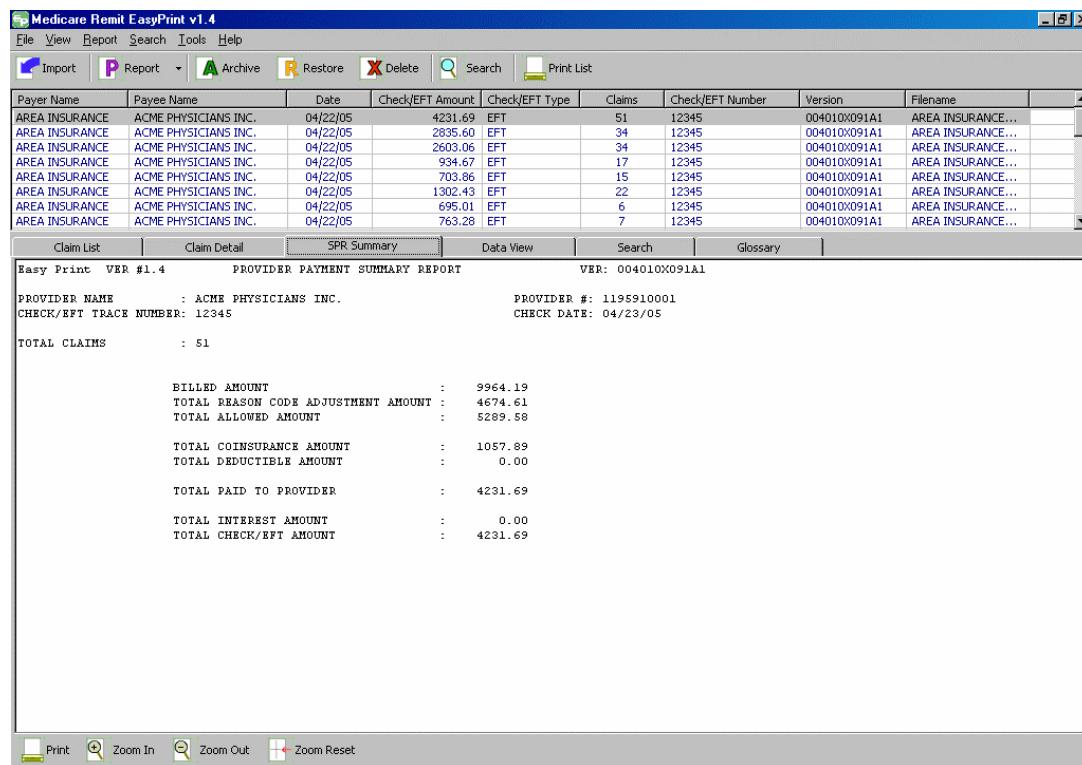
Zoom out (make the size of the type smaller).

Reset the type to the original size.

Making Sense of the SPR Summary Tab

For the procedure to view the SPR detail, see *How to View the Total Amounts for a SPR* on page 46.

You see the SPR totals on the SPR Summary tab:



PROVIDER NAME	This is the provider's name.
PROVIDER #	This is the provider's ID number.
CHECK/EFT TRACE NUMBER	This is the tracking number for the check or EFT.
CHECK DATE	This is the date of the check.
TOTAL CLAIMS	This is the total number of claims.
BILLED AMOUNT	This is the total billed amount.
TOTAL REASON CODE ADJUSTMENT AMOUNT	This is the total adjustment amount.
TOTAL ALLOWED AMOUNT	This is the total allowed amount.
TOTAL COINSURANCE AMOUNT	This is the total amount of coinsurance applied.
TOTAL DEDUCTIBLE AMOUNT	This is the total deductible amount.
TOTAL PAID TO PROVIDER	This is the total amount paid to provider.

TOTAL INTEREST AMOUNT	This is the total amount of interest applied.
TOTAL CHECK /EFT AMOUNT	This is the total amount of the check.
PROV ADJ CODE1	This is the remittance-level adjustment. This field only appears if a remittance-level adjustment is present.

Buttons

Print the summary

Zoom in (make the size of the type larger)

Zoom out (make the size of the type smaller)

Reset the type to the original size

Making Sense of the Data View Tab

For the procedure to view the data, see:

How to View the Data in the Import File on page 47.

You see the data displayed for a given SPR as it is sent in the ERA:

The X12 835 4010A1 format separates data into segments and loops. To understand how to read segments and loops, refer to the X12 835 Implementation Guide found on your carrier's web site.

Making Sense of the Search Tab

For the procedure to view the data, see:

How to Search Payment Information on page 57.

You see the search criteria and search results on the Search tab:

Payer Name	Payee Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	703.86	EFT	15	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.28	EFT	7	12345	004010X091A1	AREA INSURANCE...

Buttons



Print the list of claims from the search.



View details for all of the claims from the search.

Making Sense of the Glossary Tab

For the procedure to view the data, see:

How to View the CARC and RARC Codes on page 48.

You see the Reason and Remark codes on the Glossary tab:

Payer Name	Payee Name	Date	Check/EFT Amount	Check/EFT Type	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2835.60	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	934.67	EFT	17	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	703.86	EFT	15	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	695.01	EFT	6	12345	004010X091A1	AREA INSURANCE...
AREA INSURANCE	ACME PHYSICIANS INC.	04/22/05	763.28	EFT	7	12345	004010X091A1	AREA INSURANCE...

{ 42 } - Charges exceed our fee schedule or maximum allowable amount.

{ 50 } - These are non-covered services because this is not deemed a 'medical necessity' by the payer.

{ B17 } - Payment adjusted because this service was not prescribed by a physician, not prescribed prior to delivery, the prescription is incomplete, or the prescription is not current.

{ CO } - Contractual Obligations

{ M5 } - Monthly rental payments can continue until the earlier of the 15th month from the first rental month, or the month when the equipment is no longer needed.

{ M7 } - No rental payments after the item is purchased, or after the total of issued rental payments equals the purchase price.

{ MA01 } - If you do not agree with what we approved for these services, you may appeal our decision. To make sure that we are fair to you, we require another individual that did not process your initial claim to conduct the appeal. However, in order to be eligible for an appeal, you must write to us within 120 days of the date you received this notice, unless you have a good reason for being late.

{ MA07 } - The claim information has also been forwarded to Medicaid for review.

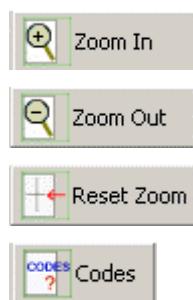
{ MA13 } - You may be subject to penalties if you bill the patient for amounts not reported with the PR (patient responsibility) group code.

{ MA18 } - The claim information is also being forwarded to the patient's supplemental insurer. Send any questions regarding supplemental benefits to them.

{ MA27 } - Missing/incomplete/invalid entitlement number or name shown on the claim.

Zoom In Zoom Out Reset View Codes

Buttons



Zoom in (make the size of the type larger)

Zoom out (make the size of the type smaller)

Reset the type to the original size

Display a list of all of the codes and matching descriptions and comments

Working with Reports

Medicare Remit Easy Print has 5 different reports:

- Denied Service Lines
- Adjusted Service Lines
- Deductible/Co-Insurance Service Lines
- COB Claims Report
- Entire Remittance.

Making Sense of the Denied Service Lines Report

This report displays claim service lines that have an allowed amount equal to zero *and* are associated with a claim that does NOT have a claim status 22 (reversed claim). The report includes only the lines on the claim that meet these criteria.

Denied Service Line(s) Report												
Generated: 3/1/2006 9:09:15 AM												
Carrier:	AREA INSURANCE											
Seq #	Provider #	ACNT # / Name	ICN/HICN	Ln#	Service Date(s)	Proc/Mod	Billed	Allowed	Deduct	Coids	Pd to Prov	
00001	1195910001	7722337	11932404007801	02	04/03/05-04/03/05	E0601	201.40	0.00	0.00	0.00	0.00	
		Doe Sally	SJD11111			RHKBU99				Reason Code: CO-B17		
00002	1195910001	7722337	11932404007801	01	04/05/05-04/05/05	E0424	52.00	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00003	1195910001	7722337	11932404007801	01	01/12/05-01/12/05	EL290	344.50	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00004	1195910001	7722337	11932404007801	02	01/12/05-01/12/05	E0421	52.00	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00005	1195910001	7722337	11932404007801	01	02/12/05-02/12/05	EL290	244.50	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00006	1195910001	7722337	11932404007801	02	02/12/05-02/12/05	E0421	52.00	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00007	1195910001	7722337	11932404007801	01	03/12/05-03/12/05	EL290	344.50	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00008	1195910001	7722337	11932404007801	02	03/12/05-03/12/05	E0421	52.00	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00009	1195910001	7722337	11932404007801	01	04/12/05-04/12/05	EL290	244.50	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
00010	1195910001	7722337	11932404007801	02	04/12/05-04/12/05	E0421	52.00	0.00	0.00	0.00	0.00	
		Bright Samuel	SJD11111			RR				Reason Code: CO-B17		
							1844.40	0.00	0.00	0.00	0.00	

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Making Sense of the Adjusted Service Lines Report

This report displays claims that have a status of 22 (reversed claim).

This report does NOT show the adjustment claim that reflects the corrected dollar amounts.

Adjusted Service Line(s) Report												
Generated: 3/1/2006 9:13:43 AM												
Carrier: AREA INSURANCE												
Seq #	Provider #	ACHT # / Name	ICN/MICN	Ln#	Service Date(s)	Proc/Mod	Billed	Allowed	Deduct	Coins	Pd to Prov	
00001	1195910001	7722227	119922404007801	01	02/02/05-02/02/05	E1290	-244.50	-268.85	0.00	-41.77	-167.08	
		Righe Samuel	3JD11111			RR						
00002	1195910001	7722227	119922404007801	02	02/02/05-02/02/05	E0470	63.50	63.50	0.00		14.46	
		Righe Samuel	3JD11111			RR						
00002	1195910001	7722227	119922404007801	01	02/04/05-02/04/05	E0470	-205.92	-132.45	0.00	-28.49	-152.96	
		Righe Samuel	3JD11111			RRJKX						
							-703.43	-431.07	0.00	-86.37	-345.50	



Making Sense of the Deductible/Co-Insurance Service Lines Report

This report shows claim service lines that have both deductible and coinsurance amounts greater than zero, as well as those service lines with only coinsurance or deductible amounts greater than zero. It includes only the lines on the claim that meet these criteria.

Deductible/Co-Insurance Service Line(s) Report												
Generated: 4/27/2006 6:17:08 PM												
Carrier: NATL REHAB EQUIP IN												
ICN	Ln#	Service Date(s)	Proc/Mod	Billed	Allowed	Deduct	Coin	Pd to Prov				
57090001	01	02/10/04-02/10/04	A4450	18.00	13.20	0.00	2.64	10.56				
			AN									
57090001	02	02/10/04-02/10/04	A6196	238.50	220.50	0.00	44.10	176.40				
			A1									
57090001	03	02/10/04-02/10/04	A6253	411.00	380.40	0.00	76.08	304.32				
			A2									
57090001	04	02/10/04-02/10/04	A6402	13.05	10.44	0.00	2.09	8.35				
			A1									
57090001	05	02/10/04-02/10/04	A6446	216.00	98.40	0.00	19.68	78.72				
			A2									
57090001	06	02/10/04-02/10/04	A6402	13.95	11.16	0.00	2.23	8.93				
			A1CC									
100394000	01	02/11/05-02/11/05	A4310	15.40	13.12	13.12	0.00	0.00				
			KX									
100394000	02	02/11/05-02/11/05	A4338	22.00	22.00	7.17	3.13	12.50				
			KX									
75348000	01	03/28/05-03/28/05	A6209	194.40	179.52	0.00	35.90	143.62				
			A2									
75348000	02	03/28/05-03/28/05	A6446	43.20	19.68	0.00	3.94	15.74				
			A2									

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Making Sense of the COB Claims Report

This report shows those X12 835v4010A1 claims that were crossed over. The requirement for crossover claims to print on the report is that the 2100.CLP02 data field must contain one of the following values:

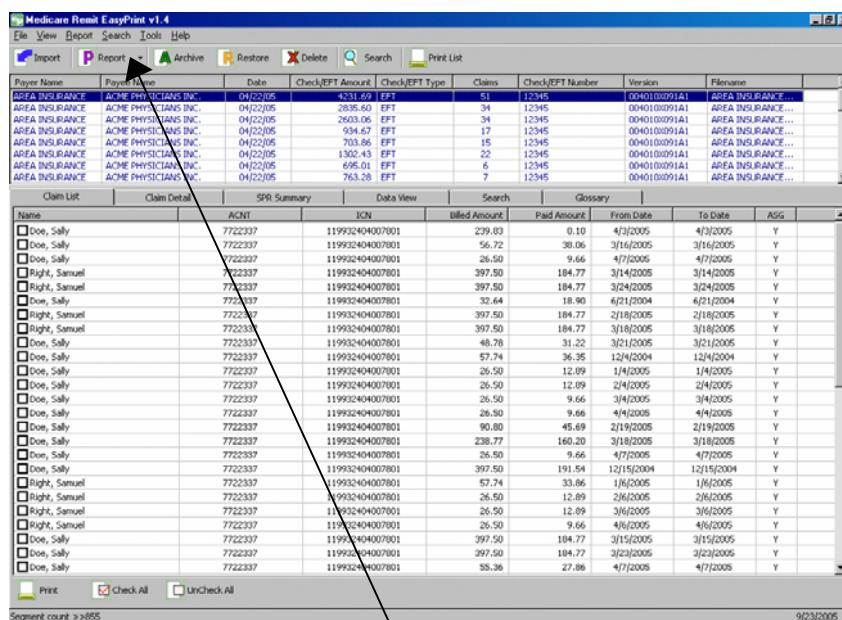
- 19 Processed as Primary, Forwarded to Additional Payer(s)
- 20 Processed as Secondary, Forwarded to Payer(s)
- 21 Processed as Tertiary, Forward to Additional Payer(s)

COB Claims Report										
Generated: 4/27/2006 6:59:13 PM										
Carrier: AEGONSTAR FEDERAL - DIVISION 3 DIRECT										
Payer #	Payer Name:	CHARTWELL HOSPITAL INDIANA								1100650081
	Claim Date:	10/17/95								
	Claim#P#:	61241292100794								
Seq#	ACT#	Name	RIN#	ST#	Billed	Allowed	Reducible	COPAY	Paid	
00001	1100650081-0015-000000000000	THOMPSON, ARTHUR	550000000000	0024051700000000	3459.51	168.16	0.00	53.39	113.16	
		Processed as tertiary, forwarded info to PAYER#P#								
00002	1100650081-0015-000000000000	NIXEL, LINDA	4444444444	0024051100000000	24199.65	5665.47	0.00	1322.57	5225.34	
		Processed as primary, forwarded info to PAYER#P#								
00003	1100650081-0015-000000000000	NIXEL, LINDA	4444444444	0024051100000000	24417.56	9323.24	0.00	1682.45	7119.79	
		Processed as primary, forwarded info to PAYER#P#								
00004	1100650081-0015-000000000000	NIXEL, LINDA	4444444444	0024051100000000	2759.14	637.37	0.00	339.87	558.36	
		Processed as primary, forwarded info to PAYER#P#								
00005	1100650081-0015-000000000000	NIXEL, LINDA	4444444444	0024051100000000	4759.39	613.07	0.00	234.61	520.46	
		Processed as primary, forwarded info to PAYER#P#								
00006	1100650081-0015-000000000000	SMITH, VIRENEA	550000000000	0024051700000000	2204.45	248.76	0.00	45.74	180.86	
		Processed as secondary, forwarded to PAYER#P#								
					93706.04	19573.25	0.00	3526.64	14650.61	

How to Print the Denied Service Lines Report

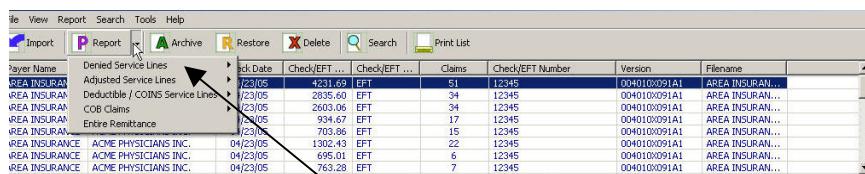
1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



2. Click the down arrow on the Report button.

The Report List displays:



- ### 3. Select Denied Service Lines.

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Medicare Remit Easy Print

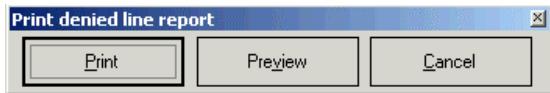
Working with Reports

The Print and Export options display:

Payer Name	Adjusted Service Lines	Print	Check/EFT...	Check/EFT...	Claims	Check/EFT Number	Version	Filename
AREA INSURAN	Adjusted Service Lines	4231.69 EFT	51	12345	004010X091A1	AREA INSURAN...		
AREA INSURAN	Deductible / COINS Service Lines	123105 2835.60 EFT	34	12345	004010X091A1	AREA INSURAN...		
AREA INSURAN	COB Claims	123105 2603.06 EFT	34	12345	004010X091A1	AREA INSURAN...		
AREA INSURAN	Entire Remittance	123105 934.67 EFT	17	12345	004010X091A1	AREA INSURAN...		
AREA INSURAN		123105 703.86 EFT	15	12345	004010X091A1	AREA INSURAN...		
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05 1302.43 EFT	22	12345	004010X091A1	AREA INSURAN...		
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05 695.01 EFT	6	12345	004010X091A1	AREA INSURAN...		
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05 763.28 EFT	7	12345	004010X091A1	AREA INSURAN...		

4. Select Print.

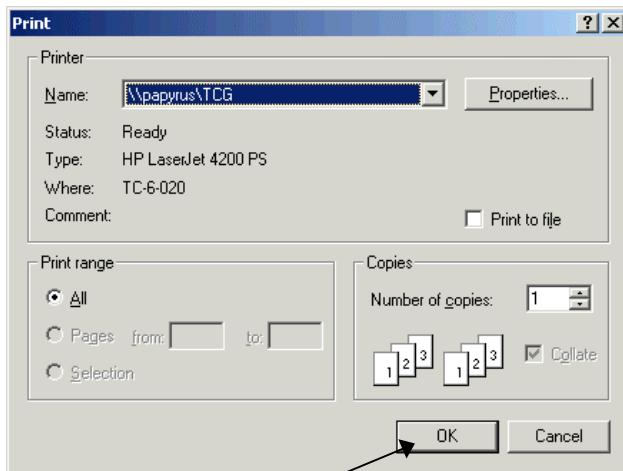
The Print Options window opens:



5. Print the detail listing in one of the following ways:

- A. Click Print to print the detail without previewing it.

The Print dialog opens, for example:

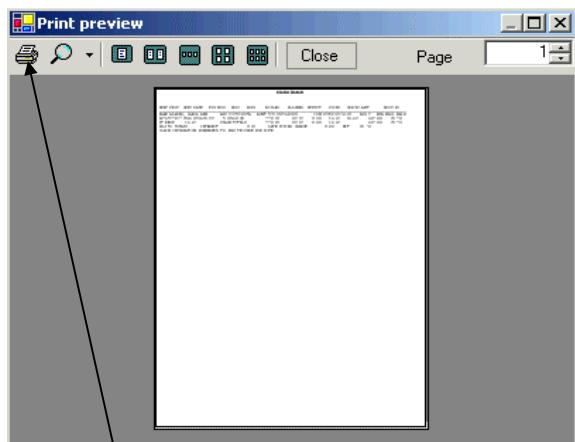


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit Easy Print prints the detail at your default printer.

- B. Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



Click the printer icon at the top of the window.

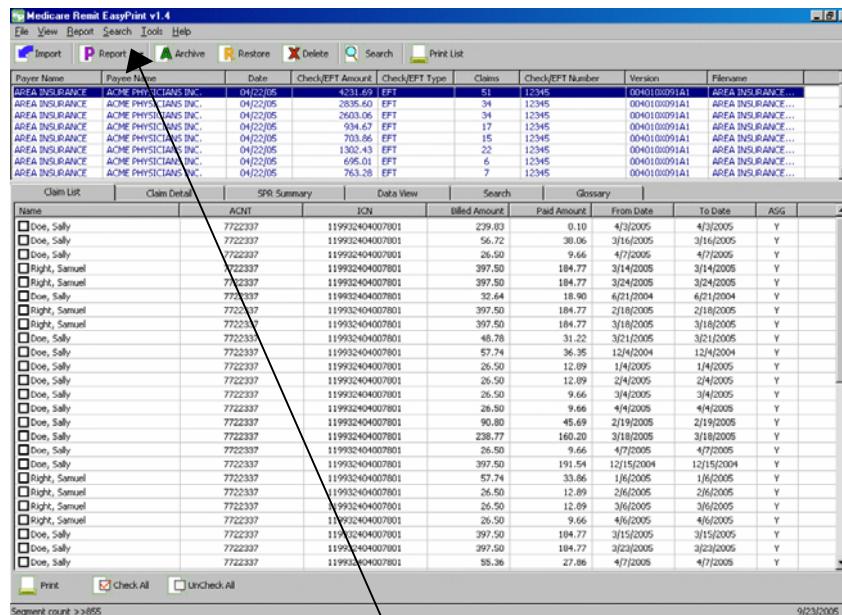
Medicare Remit Easy Print prints the detail at your default printer.

How to Export the Denied Service Lines Report

You export the report in .csv (comma separated values) format.

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

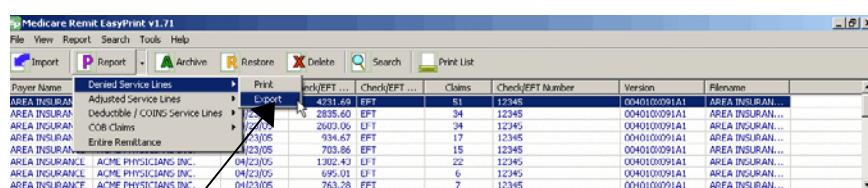


2. Click the down arrow on the Report button.

The Report List displays.

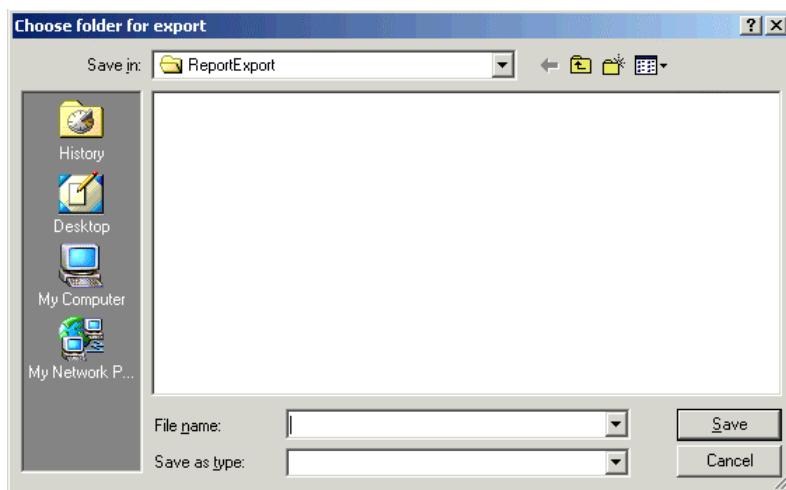
3. Select Denied Service Lines.

The Print and Export options display:



4. Select Export.

The Export folder window opens:



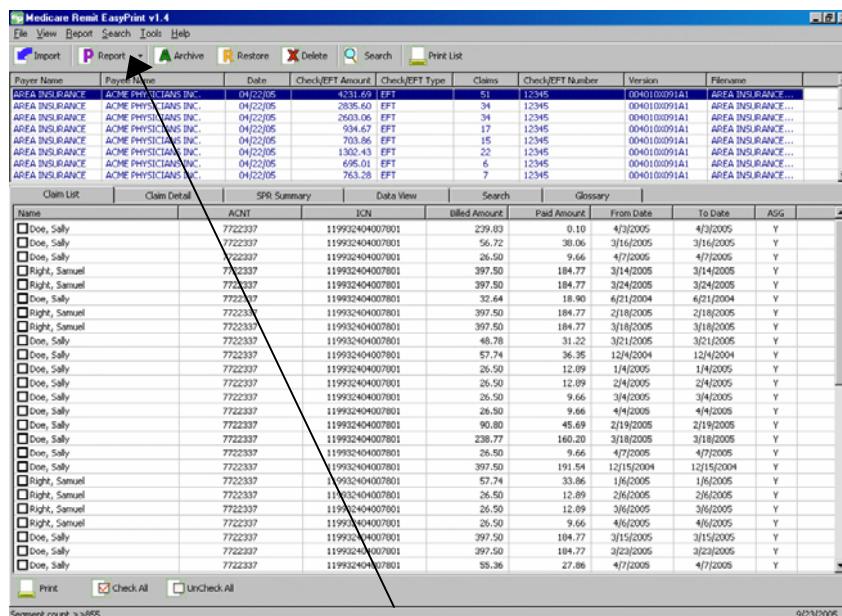
Hint:
When you export, the default folder is the ReportExport folder in the Medicare Remit Easy Print directory. You can select another location using the Save in drop-down list.

5. Enter the file name.
6. Click the Save button.

How to Print the Adjusted Service Lines Report

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens:



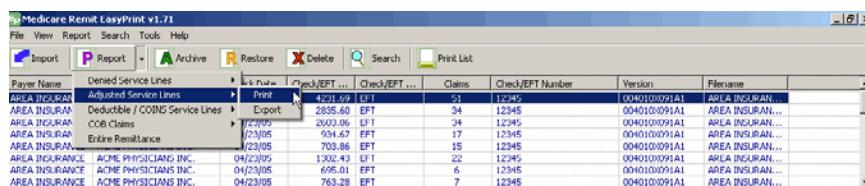
- Click the down arrow on the Report button.

The Report List displays:

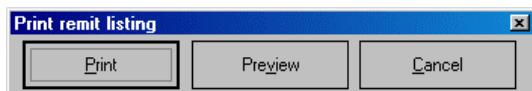


- Select Adjusted Service Lines.

The Print and Export options display:



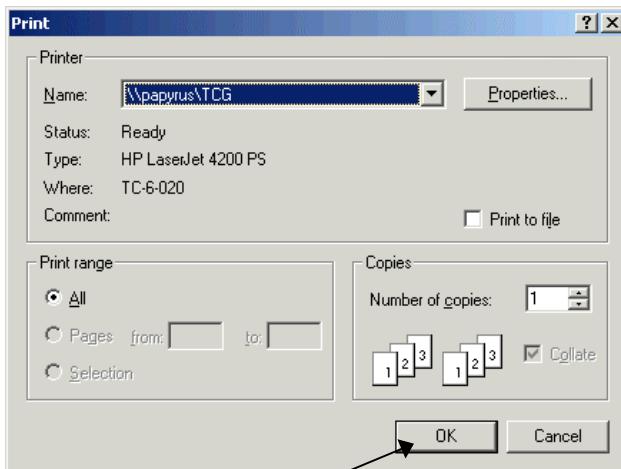
4. Select Print. The Print Options window displays:



5. Print the detail listing in one of the following ways:

- A. Click Print to print the detail without previewing it.

The Print dialog opens, for example:

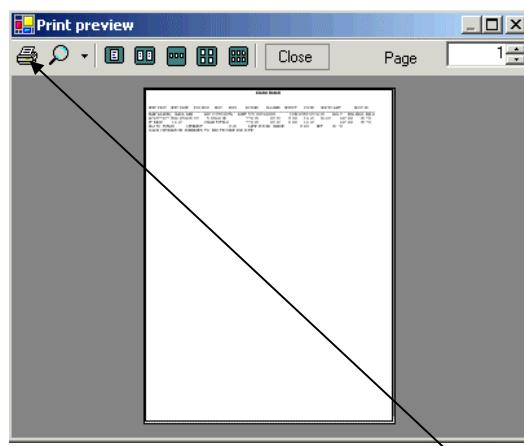


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit Easy Print prints the detail at your default printer.

- B. Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



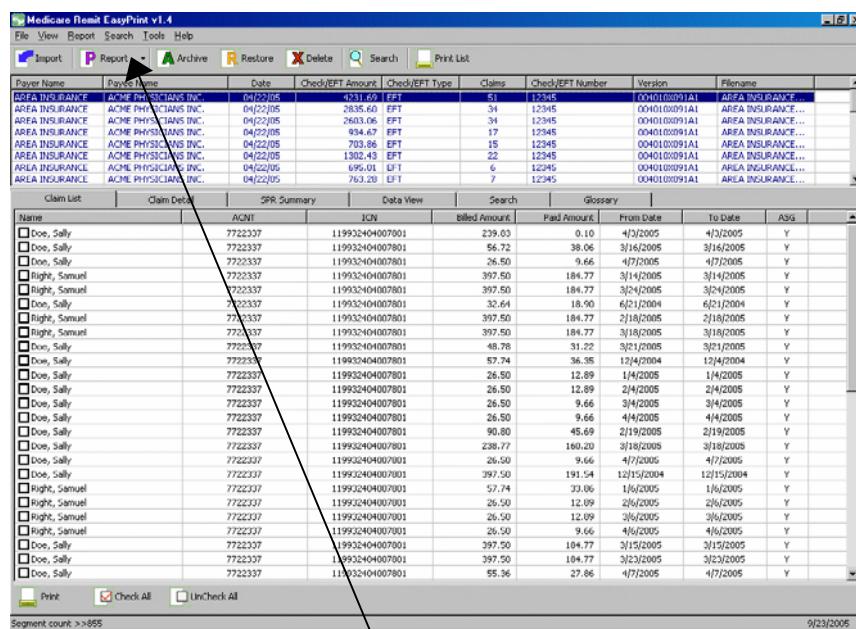
Click at the top of the window.

Medicare Remit Easy Print prints the detail at your default printer.

How to Export the Adjusted Service Lines Report

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



- Click the down arrow on the Report button.

The Report List displays:

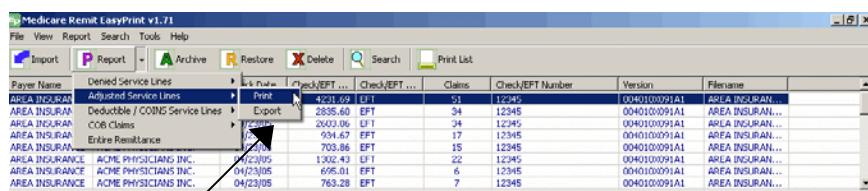


- Select Adjusted Service Lines.

The Print and Export options display:

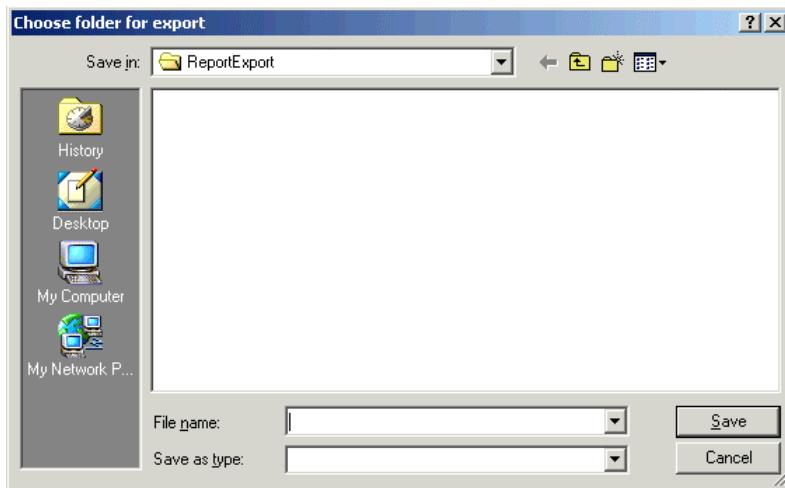
Medicare Remit Easy Print

Working with Reports



4. Select Export.

The Export folder window opens:



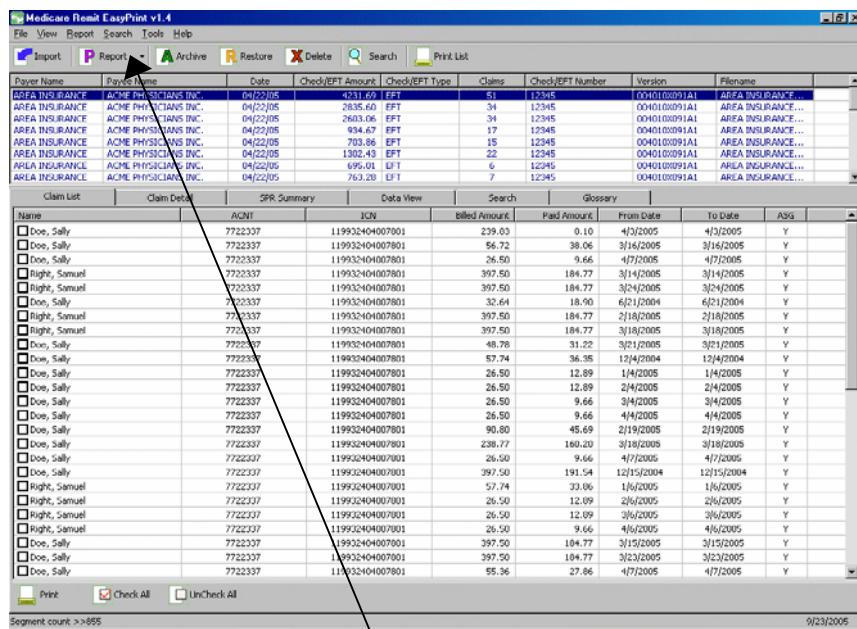
Hint:
When you export, the default folder is the ReportExport folder in the Medicare Remit Easy Print directory. You can select another location using the Save in drop-down list.

5. Enter the file name.
6. Click the Save button.

How to Print the Deductible/Co-Insurance Service Lines Report

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



- Click the down arrow on the Report button.

The Report List displays:

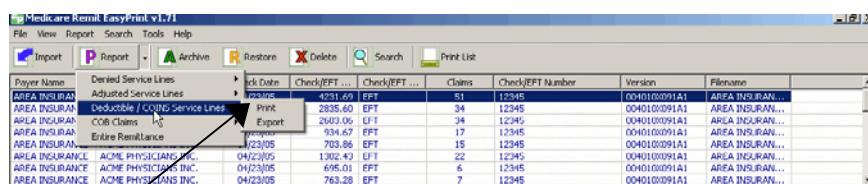


- Select Deductible/COINS Service Lines.

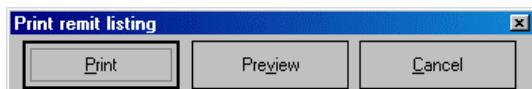
The Print and Export options display:

Medicare Remit Easy Print

Working with Reports



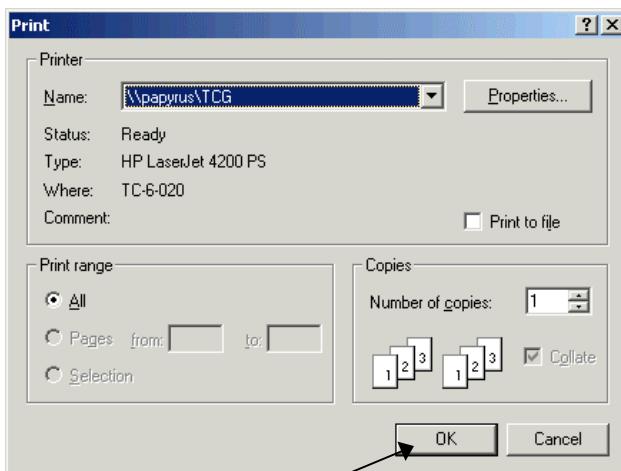
4. Select Print. The Print Options window displays:



5. Print the detail listing in one of the following ways:

- A. Click Print to print the detail without previewing it.

The Print dialog opens, for example:

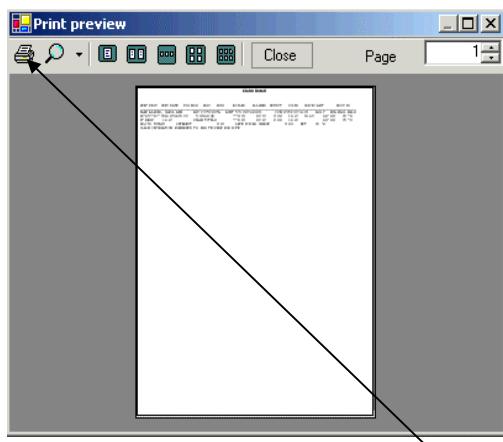


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit Easy Print prints the detail at your default printer.

- B. Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



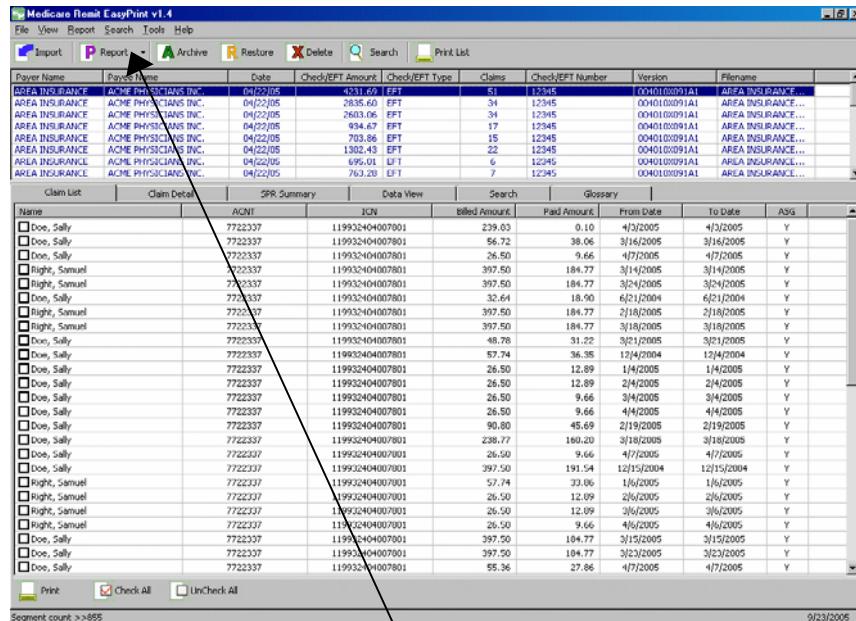
Click at the top of the window.

Medicare Remit Easy Print prints the detail at your default printer.

How to Export the Deductible/Co-Insurance Service Lines Report

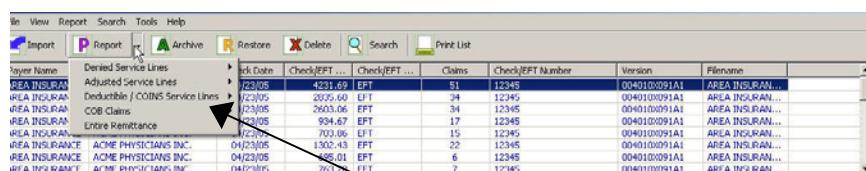
1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



2. Click the down arrow on the Report button.

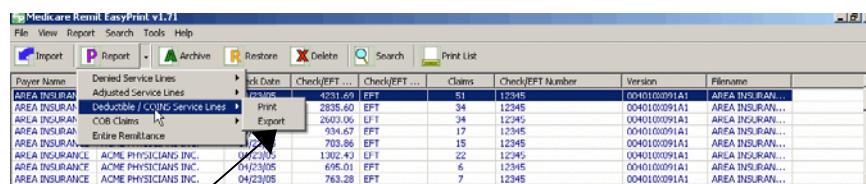
The Report List displays:



Payer Name	Deductible / COINS Service Lines	Date	Check/EFT ...	Check/EFT ...	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	Adjusted Service Lines	04/23/05	4231.69	EFT	51	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	04/23/05	2035.60	EFT	34	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	COB Claims	04/23/05	2603.06	EFT	34	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Entire Remittance	04/23/05	934.67	EFT	17	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Entire Remittance	04/23/05	703.86	EFT	15	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	1302.43	EFT	22	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	695.01	EFT	6	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	763.28	EFT	7	12345	004010091A1	AREA INSURAN...

3. Select Deductible/COINS Service Lines.

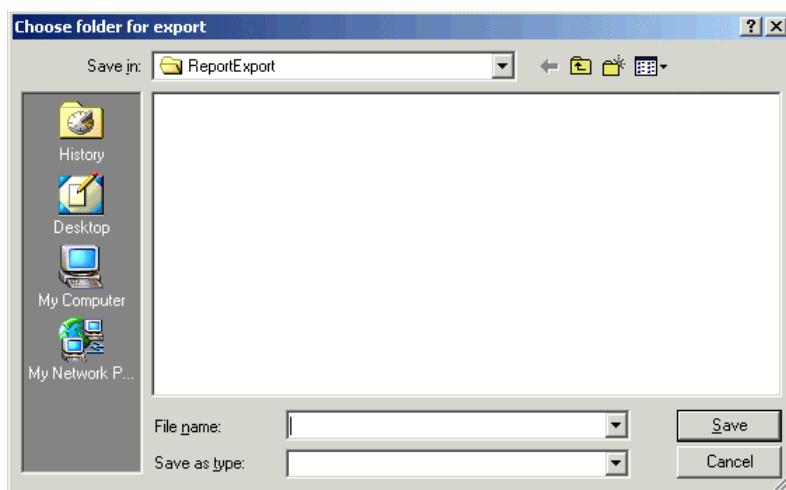
The Print and Export options display:



Payer Name	Deductible / COINS Service Lines	Date	Check/EFT ...	Check/EFT ...	Claims	Check/EFT Number	Version	Filename	
AREA INSURANCE	Deductible / COINS Service Lines	04/23/05	Print	2835.60	EFT	34	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	04/23/05	Print	2603.06	EFT	34	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	04/23/05	Print	934.67	EFT	17	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	04/23/05	Print	703.86	EFT	15	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	Print	1302.43	EFT	22	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	Print	695.01	EFT	6	12345	004010091A1	AREA INSURAN...
AREA INSURANCE	ACME PHYSICIANS INC.	04/23/05	Print	763.28	EFT	7	12345	004010091A1	AREA INSURAN...

4. Select Export.

The Export folder window opens:



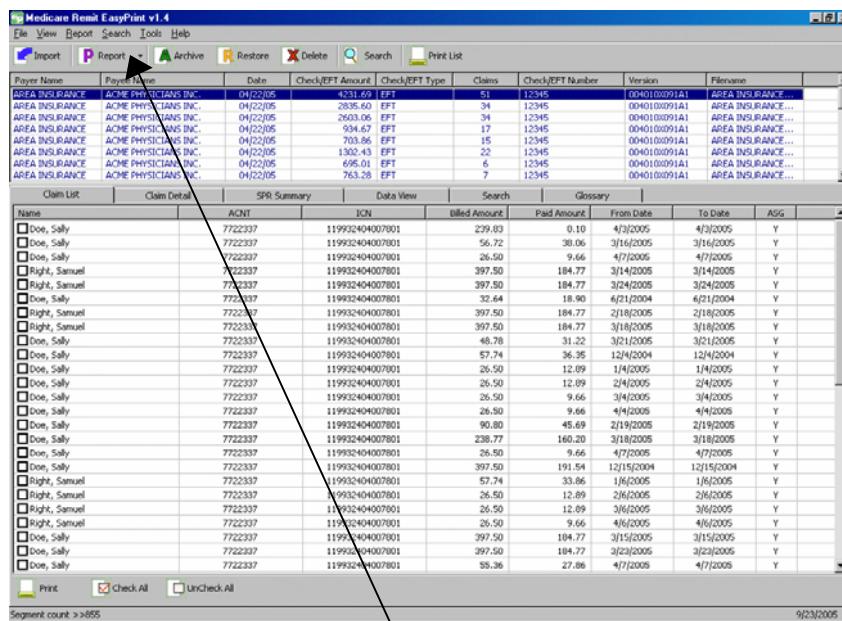
Hint:
When you export, the default folder is the ReportExport folder in the Medicare Remit Easy Print directory. You can select another location using the Save in drop-down list.

5. Enter the file name.
6. Click the Save button.

How to Print the COB Claims Report

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



- Click the down arrow on the Report button.

The Report List displays:

Medicare Remit Easy Print

Working with Reports

Payer Name	Denied Service Lines	Check/EFT Date	Check/EFT ...	Check/EFT ...	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	Adjusted Service Lines	4/23/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	4/23/05	2035.00	EFT	34	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	COB Claims	4/23/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	Entire Remittance	4/23/05	934.67	EFT	17	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE		4/23/05	703.86	EFT	15	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	695.01	EFT	6	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	763.20	EFT	7	12345	004010X091A1	AREA INSURAN...

3. Select COB Claims.

The Print and Export options display:

Payer Name	Denied Service Lines	Check/EFT Date	Check/EFT ...	Check/EFT ...	Claims	Check/EFT Number	Version	Filename
AREA INSURANCE	Adjusted Service Lines	4/23/05	4231.69	EFT	51	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	Deductible / COINS Service Lines	4/23/05	2035.00	EFT	34	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	COB Claims	4/23/05	2603.06	EFT	34	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE	Entire Remittance	4/23/05	934.67	EFT	17	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE		4/23/05	703.86	EFT	15	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	1302.43	EFT	22	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	695.01	EFT	6	12345	004010X091A1	AREA INSURAN...
AREA INSURANCE ACME PHYSICIANS INC.		04/23/05	763.20	EFT	7	12345	004010X091A1	AREA INSURAN...

4. Select Print.

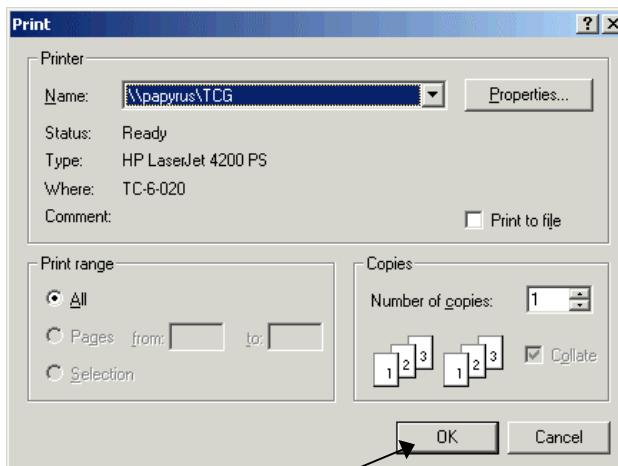
The Print Options window opens:



5. Print the detail listing in one of the following ways:

- A. Click Print to print the detail without previewing it.

The Print dialog opens, for example:

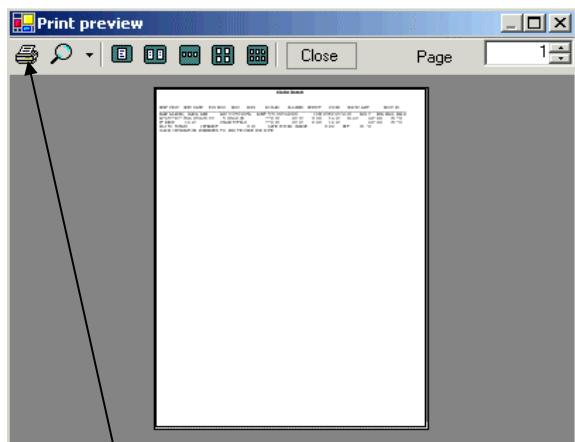


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit prints the detail at your default printer.

B. Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



Click the printer icon at the top of the window.

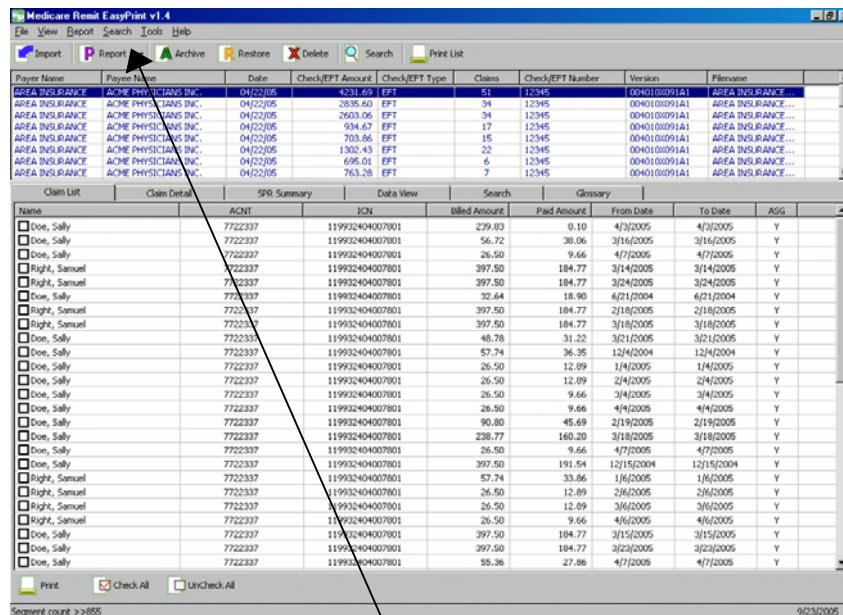
Medicare Remit Easy Print prints the detail at your default printer.

How to Export the COB Claims Report

You export the report in .csv (comma separated values) format.

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.

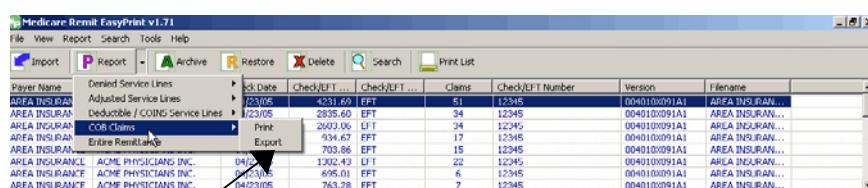


2. Click the down arrow on the Report button.

The Report List displays.

3. Select COB Claims.

The Print and Export options display:

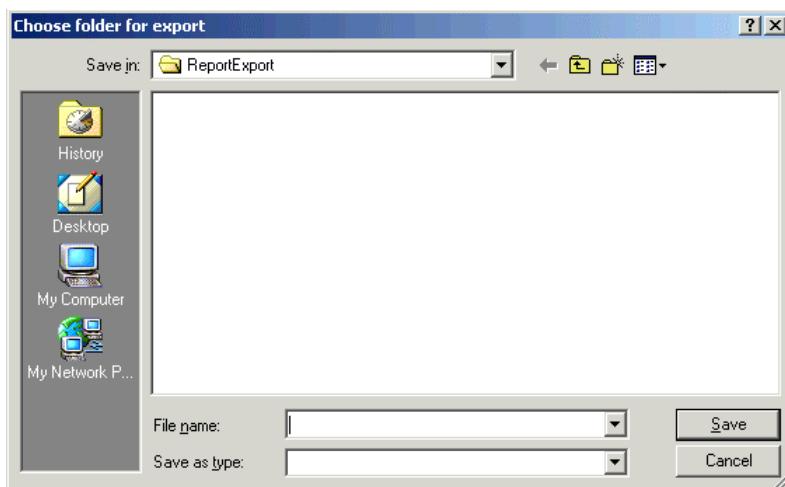


4. Select Export.

The Export folder window opens:

Hint:

When you export, the default folder is the ReportExport folder in the Medicare Remit Easy Print directory. You can select another location using the Save in drop-down list.

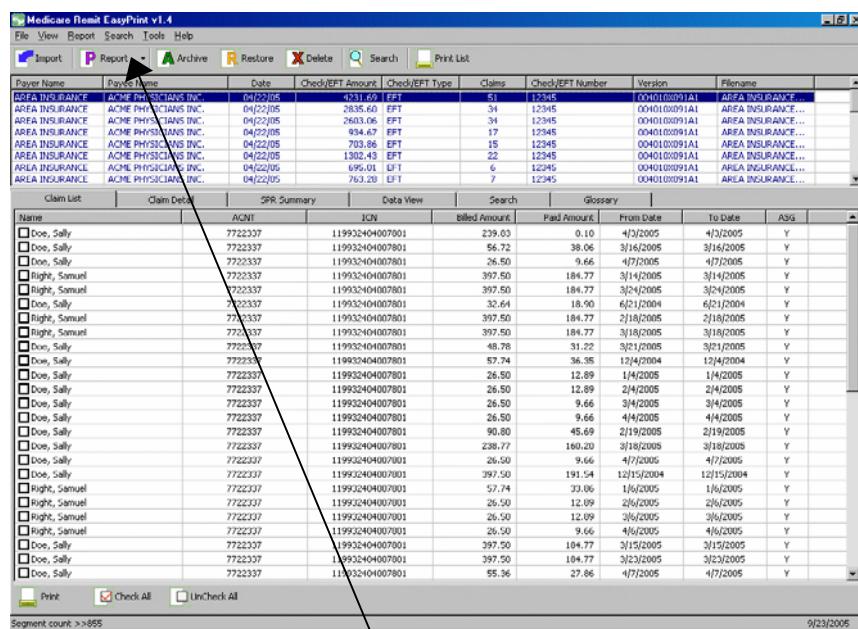


5. Enter the file name.
6. Click the Save button.

How to Print the Entire Remittance Report

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens.



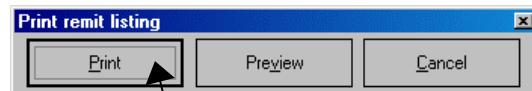
- Click the down arrow on the Report button.

The Report List displays:



- Select Entire Remittance.

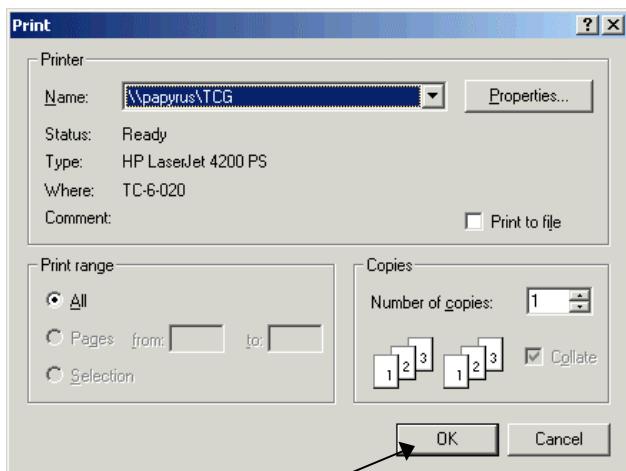
The Print Options window displays:



- Print the detail listing in one of the following ways:

- Click Print to print the detail without previewing it.

The Print dialog opens, for example:

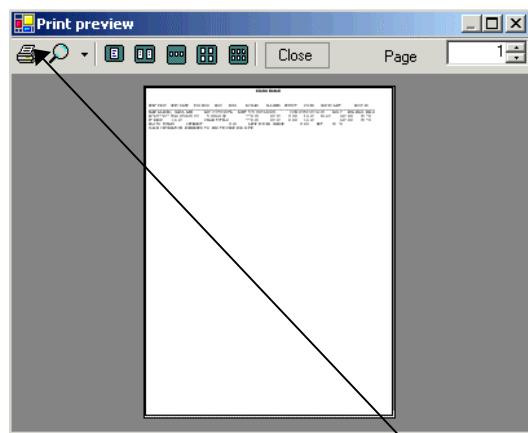


If you need to change the properties, click Properties and make changes as necessary.

Click OK. Medicare Remit Easy Print prints the detail at your default printer.

- B. Click Preview to view a preview of the printed page before printing.

The Print Preview window opens:



Click at the top of the window.

Medicare Remit Easy Print prints the detail at your default printer.

Housekeeping for the Import files

Housekeeping includes:

- Archiving files
- Restoring files
- Deleting files

Archiving Import files

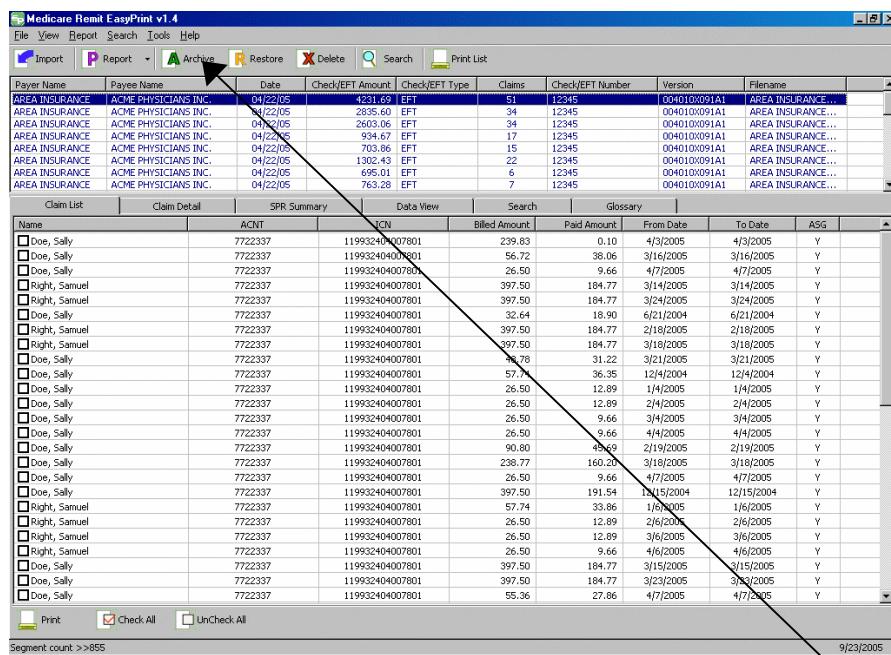
Medicare Remit Easy Print does NOT automatically archive any Import file, and Import files can slow down the processing time of the PC.

Therefore, Medicare Remit Easy Print lets you archive Import files. The location you choose for the archive must have adequate security to protect PHI.

How to Archive Import files

1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens:

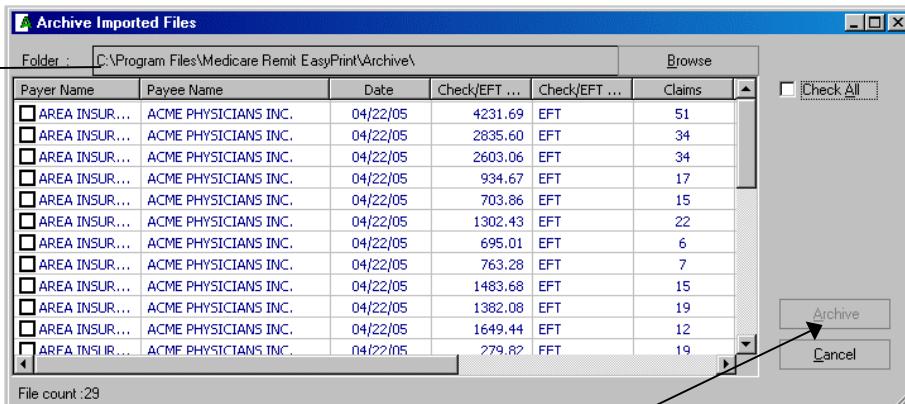


2. On the top of the window, select the file that you want to archive and click the Archive button.

Medicare Remit Easy Print

Housekeeping for the Import files

The Archive Imported Files window opens:



Pathname for the Archive folder

Hint:

You can use the Browse button to specify another location for the archived file.

- Select the file(s) you want to archive by checking the box(es).

This activates the Archive button.

- Click the Archive button.

Medicare Remit Easy Print moves the file to the Archive folder.

Restoring Import files

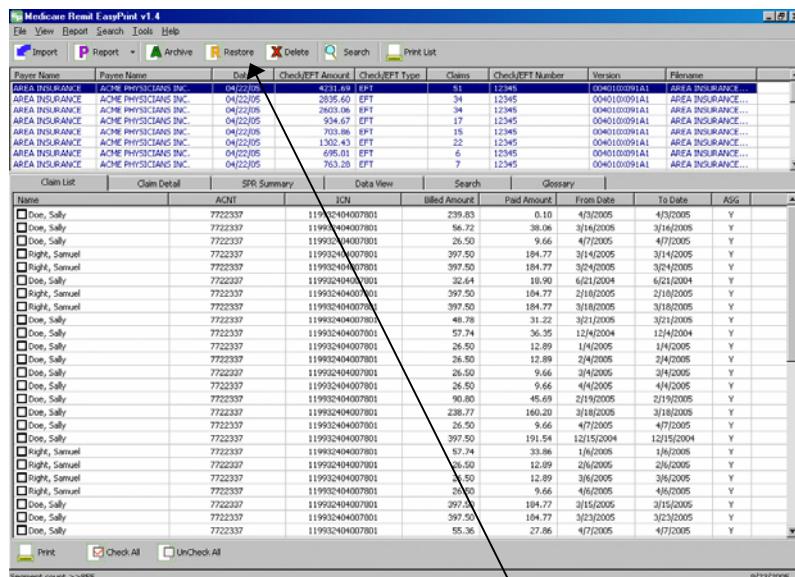
You can restore an Import file after you have archived it.

For information about archiving Import files, see page 93.

How to Restore Import files

- Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens:



- On the top of the window, click the Restore button.

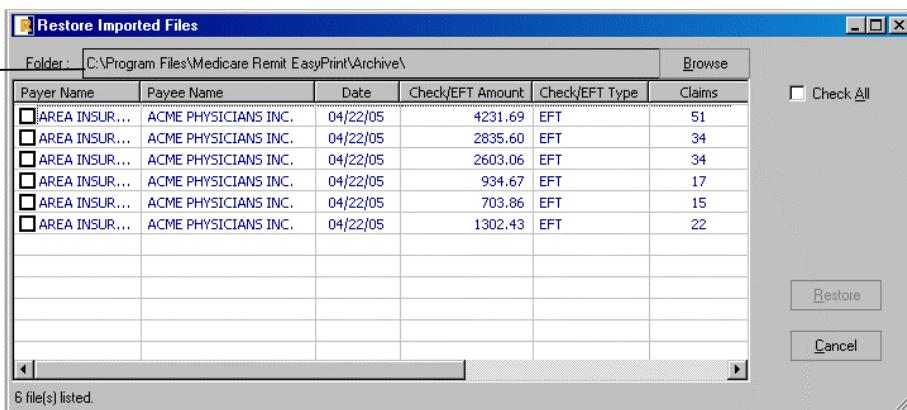
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The Restore Imported Files window opens:

Pathname for
the Archive
folder

Hint:

You can use
the Check All
checkbox to
select all the
claims.



3. Select the file(s) you want to restore by checking the box(es).

This activates the Restore button.

4. Click the Restore button.

Medicare Remit Easy Print moves the file from the Archive folder to the Import folder. The file is now available for viewing.

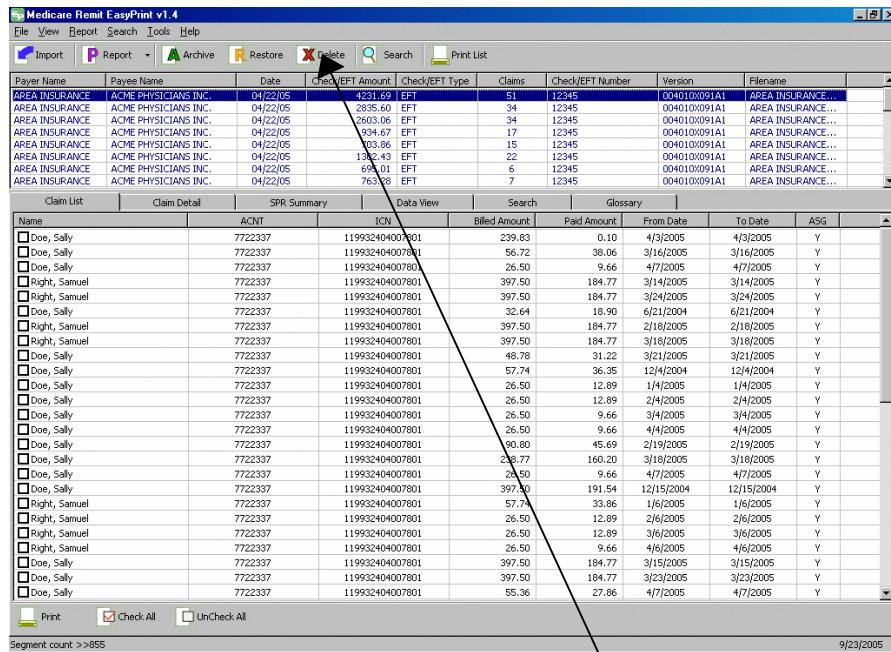
Deleting Import files

If you delete an Import file by mistake, you must re-import HIPAA 835 file. You cannot restore the Import file.

How to Delete a Import file

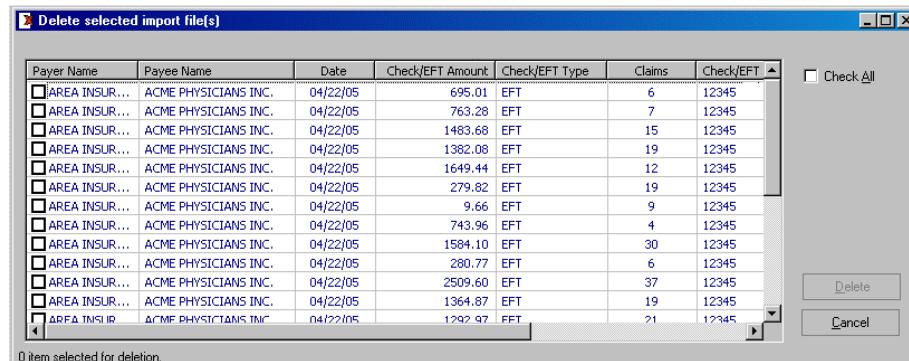
1. Open Medicare Remit Easy Print by double-clicking the Medicare Remit Easy Print icon .

The Medicare Remit Easy Print Claim List tab opens:



2. On the top of the window, click the Delete button.

The Delete Imported Files window opens:



3. Select the file(s) you want to delete by checking the box(es).

This activates the Delete button.

4. Click the Delete button.

Medicare Remit Easy Print deletes the file(s).

Using Keystroke Shortcuts

You can use a series of keystrokes to complete a number of tasks.

To do this	Use this combination
Import a HIPAA 835 file	Alt + F + I
View a list of claims	Alt + V + L
View claim detail	Alt + V + D
View totals	Alt + V + S
View the way the data is stored in the file	Alt + V + V
Search the SPRs	Alt + V + E Or Alt + S + S
View the CARC and RARC codes for the SPR	Alt + V + G
Look up the meaning of a CARC/RARC code	Alt + T + C
Print the Denied Service Lines Report	Alt + R + D + P
Export the Denied Service Lines Report	Alt + R + D + E
Print the Adjusted Service Lines Report	Alt + R + A + P
Export Adjusted Service Lines Report	Alt + R + A + E
Print the Deductible Service Lines Report	Alt + R + E + P
Export the Deductible Service Lines Report	Alt + R + E + E
Print the Entire Remittance Report	Alt + R + R + P
Archive Import files	Alt + T + A
Restore archived Import files	Alt + T + R
Delete Import files	Alt + T + D

Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

This information can help you if you need to troubleshoot the Import file.

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Carrier Name	1000A	N102	N101 = 'PR'
Carrier address	1000A	N301	N101 = 'PR', ADDR1
		N302	N101 = 'PR', ADDR2
Carrier City	1000A	N401	N101 = 'PR'
Carrier State	1000A	N402	N101 = 'PR'
Carrier Zip	1000A	N403	N101 = 'PR'
Provider Name	1000B	N102	N101 = 'PE'
Provider Address	1000B	N301	N101 = 'PE', ADDR1
		N302	N101 = 'PE', ADDR2
Provider City	1000B	N401	N101 = 'PE'
Provider State	1000B	N402	N101 = 'PE'
Provider Zip	1000B	N403	N101 = 'PE'
Provider #	1000B	N104 or REF02	N101 = 'PE' & N103 = 'XX' Payee level REF01 = '1C'
Date		BPR16	
Check/EFT #		TRN02	BPR04 = 'CHK' or 'EFT' or 'NON'
Assigned claims			LX01 = '1', pertains only to Medicare
Patient Last Name	2100	NM103	NM101 = 'QC'
Patient First Name	2100	NM104	NM101 = 'QC' / NM102 = '1'
Patient Middle Name	2100	NM105	NM101 = 'QC' / NM102 = '1'
Patient ID (hicn)	2100	NM109	NM108 = 'HN'
ACNT	2100	CLP01	
ICN		CLP07	
ASG	2000		Hard-coded 'Y' for Medicare when LX01 = '1'
MOA	2100	MOA03, MOA04, MOA05, MOA06, MOA07	

Medicare Remit Easy Print

Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Rendering provider (REND PROV)	2110	REF02 or	Line level REF01 = '1C' (if different from provider # above)
		REF02 or	Claim level REF01 = '1C' (if different from provider # above)
		NM109	NM101 = '82' & NM108 = 'XX'
Service dates (from)	2110	DTM02	Line level DTM01 = '150' or '472' else Claim level DTM01 = '232'
Service dates (to)	2110	DTM02	Line level DTM01 = '151' or '472' else Claim level DTM01 = '233'
POS	2110	REF02	REF01 = 'LU'
NOS	2110	SVC05 or SVC07	If claim line paid = 2110.SVC05 If claim line denied = 2110.SVC07
Procedure code (Paid – if down-coded then down-code procedure is displayed)	2110	SVC01-2	SVC01-1 = 'HC' or 'N4'
Procedure code modifiers	2110	SVC01-3, SVC01-4, SVC01-5, SVC01-6	SVC01-1 = 'HC' or 'N4'
Billed amt	2110	SVC02	
Allowed amt	2110	AMT02	AMT01 = 'B6'
Deductible amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	CAS01 = 'PR' & (CAS02 = '1' or CAS05 = '1' or CAS08 = '1' or CAS11 = '1' or CAS14 = '1' or CAS17 = '1')
Coinsurance amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	CAS01 = 'PR' & (CAS02 = '2' or CAS05 = '2' or CAS08 = '2' or CAS11 = '2' or CAS14 = '2' or CAS17 = '2')
Group/Reason code	2110	CAS01-CAS02, CAS05, CAS08, CAS11, CAS14, CAS17	Do not print CAS01 = 'PR' and ((CAS02 = '1' or '2') or (CAS05 = '1' or '2') or (CAS08 = '1' or '2') or (CAS11 = '1' or '2') or (CAS14 = '1' or '2') or (CAS17 = '1' or '2')); hard-code dash between group code and reason code
Reason code amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	Do not print CAS01 = 'PR' and ((CAS02 = '1' or '2') or (CAS05 = '1' or '2') or (CAS08 = '1' or '2') or (CAS11 = '1' or '2') or (CAS14 = '1' or '2') or (CAS17 = '1' or '2'))
Provider paid amt/line	2110	SVC03	
Submitted procedure code	2110	SVC06-2, SVC06-3, SVC06-4, SVC06-5, SVC06-6	In parentheses

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Medicare Remit Easy Print

Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Line level remarks	2110	LQ02	LQ01 = 'HE'
Patient responsibility	2100	CLP05	
Claim totals: billed	2100	CLP03	
Claim totals: allowed			Sum of all lines AMT02, when AMT01 = 'B6'
Claim totals: deduct			Sum of all lines CAS monetary amounts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '1'
Claim totals: coinsurance			Sum of all lines CAS monetary amounts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '2'
Claim totals: reason code amts			Sum of all lines CAS monetary amounts, except those associated with adjustment reason codes '1' and '2' (Group code PR)
Claim totals: provider paid amt	2100	CLP04	
Adj to totals: previous paid			Not available
Adj to totals: interest	2100	AMT02	Claim level AMT01 = 'I'
Adj to totals: late filing charge	2110		Sum of all line level AMT02, when AMT01 = 'KH'
Net			Sum of all the line level provider paid amts plus adj to totals: interest minus adj to totals: late filing charge
Claim information forwarded to:	2100	NM103 (Carrier name)	NM101 = 'TT' or NM102 = '2'
Totals: # of claims			Number of CLP segments within a LX
Totals: billed amt			Sum of CLP03
Totals: allowed amt			Sum of AMT02 when AMT01 = 'B6'
Totals: deduct amt			Sum of CAS monetary amts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '1'

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Medicare Remit Easy Print

Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Totals: coinsurance amt			Sum of CAS monetary amts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '2'
Totals: reason code amt			Sum of CAS monetary amounts, excepting those associated with adjustment reason codes '1' and '2'
Totals: provider pd amt			Sum of CLP04
Totals: provider adjustment amt			Sum of AMT02 when AMT01 = a valid value
Check amt		BPR02	
Provider adjustment details: PLB reason code		PLB03-1, PLB05-1,	
		PLB07-1, PLB09-1,	
		PLB11-1, PLB13-1	
Provider adjustment details: FCN		Positions 3 - 19 of PLB03-2, PLB05-2, PLB07-2, PLB09-2, PLB11-2, PLB13-2	
Provider adjustment details: HIC		Positions 20 - 30 of PLB03-2, PLB05-2, PLB07-2, PLB09-2, PLB11-2, PLB13-2	
Provider adjustment details: amount		PLB04, PLB06, PLB08, PLB10, PLB12, PLB14	
Summary of non-assigned claims			LX01 = '0', pertains only to Medicare
Patient Last Name	2100	NM103	NM101 = 'QC'
Patient First Name	2100	NM104	NM101 = 'QC' / NM102 = '1'
Patient Middle Name	2100	NM105	NM101 = 'QC' / NM102 = '1'
Patient ID (hcn)	2100	NM109	NM108 = 'HN'
Account Nbr	2100	CLP01	
ICN		CLP07	
ASG	2000		Hard-coded 'N' for Medicare when LX01 = '0'
MOA	2100	MOA03, MOA04,	
		MOA05, MOA06,	
		MOA07	

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Medicare Remit Easy Print

Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Rendering provider (REND PROV)	2110	REF02 or	Line level REF01 = '1C' or 'HPI' (if different from provider # above)
		REF02 or	Claim level REF01 = '1C' (if different from provider # above)
		NM109	NM101 = '82' & NM108 = 'XX'
Service dates (from)	2110	DTM02	Line level DTM01 = '150' or '472' else Claim level DTM01 = '232'
Service dates(to)	2110	DTM02	Line level DTM01 = '151' or '472' else Claim level DTM01 = '233'
POS	2110	REF02	REF01 = 'LU'
NOS	2110	SVC05 or SVC07	If claim line paid = 2110.SVC05 If claim line denied = 2110.SVC07
Procedure code (Paid – if down-coded then down-code procedure is displayed)	2110	SVC01-2	SVC01-1 = 'HC' or 'N4'
Procedure code modifiers	2110	SVC01-3, SVC01-4, SVC01-5, SVC01-6	SVC01-1 = 'HC' or 'N4'
Billed amt	2110	SVC02	
Allowed amt	2110	AMT02	AMT01 = 'B6'
Deductible amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	CAS01 = 'PR' & (CAS02 = '1' or CAS05 = '1' or CAS08 = '1' or CAS11 = '1' or CAS14 = '1' or CAS17 = '1')
Coinsurance amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	CAS01 = 'PR' & (CAS02 = '2' or CAS05 = '2' or CAS08 = '2' or CAS11 = '2' or CAS14 = '2' or CAS17 = '2')
Group/Reason code	2110	CAS01-CAS02, CAS05, CAS08, CAS11, CAS14, CAS17	Do not print CAS01 = 'PR' and ((CAS02 = '1' or '2') or (CAS05 = '1' or '2') or (CAS08 = '1' or '2') or (CAS11 = '1' or '2') or (CAS14 = '1' or '2') or (CAS17 = '1' or '2')); hard-code dash between group code and reason code
Reason code amt	2110	CAS03 or CAS06 or CAS09 or CAS12 or CAS15 or CAS18	Do not print CAS01 = 'PR' and ((CAS02 = '1' or '2') or (CAS05 = '1' or '2') or (CAS08 = '1' or '2') or (CAS11 = '1' or '2') or (CAS14 = '1' or '2') or (CAS17 = '1' or '2'))
Provider paid amt/line	2110	SVC03	

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Appendix A: SPR/ HIPAA 835 Segment Field Crosswalk

SPR Field	835 Loop ID	835 Segment Field	Identification/Comments
Submitted procedure code	2110	SVC06-2, SVC06-3, SVC06-4, SVC06-5, SVC06-6	In parentheses
Line level remarks	2110	LQ02	LQ01 = 'HE'
Patient responsibility	2100	CLP05	
Claim totals: billed	2100	CLP03	
Claim totals: allowed			Sum of all lines AMT02, when AMT01 = B6.
Claim totals: deduct			Sum of all lines CAS monetary amounts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '1'
Claim totals: coinsurance			Sum of all lines CAS monetary amounts, when CAS01 = 'PR' and the corresponding adjustment reason code equals '2'
Claim totals: reason code amts			Sum of all lines CAS monetary amounts, excepting those associated with adjustment reason codes '1' and '2'
Claim totals: provider paid amt	2100	CLP04	
Adj to totals: previous paid			Not available
Adj to totals: interest	2100	AMT02	Claim level AMT01 = 'I'
Adj to totals: late filing charge	2110		Sum of all line level AMT02, when AMT01 = 'KH'
Net			Sum of all the line level provider paid amts plus adj to totals: interest minus adj to totals: late filing charge
Claim information forwarded to:	2100	NM103	NM101 = 'TT' / NM102 = '2'
Glossary		MOA03, MOA04, MOA05, MOA06, MOA07, CAS01, CAS02, CAS05, CAS08, CAS11, CAS14, CAS17	If there are duplicates, only print once

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Notes: